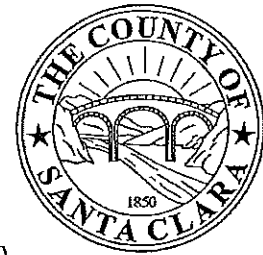


**County of Santa Clara**  
**Department of Planning and Development**  
County Government Center, East Wing  
70 West Hedding Street, 7<sup>th</sup> Floor  
San Jose, California 95110



	<b>Administration</b>	<b>Development Services</b>	<b>Fire Marshal</b>	<b>Planning</b>
Phone:	(408) 299-6740	(408) 299-5700	(408) 299-5760	(408) 299-5770
Fax:	(408) 299-6757	(408) 279-8537	(408) 287-9308	(408) 288-9198

September 15, 2011

Mr. Bruce H. Wolfe  
Executive Officer  
San Francisco Bay Regional Water Quality Control Board  
1515 Clay Street, Suite 1400  
Oakland, CA 94612

Subject: **County of Santa Clara**  
FY 2010-2011 Annual Report (Municipal Regional Stormwater Permit)

Dear Mr. Wolfe:

The enclosed Annual Report, with attachments, is submitted by the County of Santa Clara ("County") pursuant to Permit Provision C.16.a of the Municipal Regional Stormwater NPDES Permit (MRP), Order R2-2009- 0074, NPDES Permit No CAS612008 issued by the San Francisco Bay Regional Water Quality Control Board. The Annual Report provides documentation of activities conducted during FY 2010-2011 and consists of the following sections:

- A. Certification Statement
- B. Annual Report Form
  - Table of Contents
  - Completed Annual Report Form: Sections 1-15
- C. Appendix
  - Table of Contents
  - Appendices

Please contact Clara Spaulding at (408) 299-5737 if you have any questions.

Very truly yours,

Darrell K. H. Wong, P.E.  
Senior Civil Engineer  
Land Development Engineering  
DEVELOPMENT SERVICES OFFICE

Encl:

Certification Statement  
Annual Report Form  
Appendix

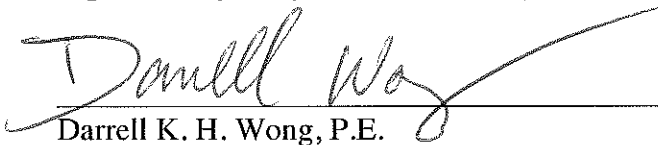
Board of Supervisors: Mike Wasserman, George Shirakawa, Dave Cortese, Ken Yeager, Liz Kniss  
County Executive: Jeffrey V. Smith

**County of Santa Clara  
FY 2010-2011 ANNUAL REPORT**

**Certification Statement**

**"I certify, under penalty of law, that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to ensure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the program to implement the Municipal Regional Stormwater Permit, or those persons directly responsible for gathering the information, the information submitted, is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."**

**Signature by Duly Authorized Representative:**



Darrell K. H. Wong, P.E.  
Senior Civil Engineer  
Land Development Engineering  
DEVELOPMENT SERVICES OFFICE  
County of Santa Clara

9/9/11  
Date

**ATTACHMENT B**

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Permittee Name: County of Santa Clara

## Section 1 – Permittee Information

<b>Background Information</b>					
<b>Permittee Name:</b>	County of Santa Clara				
<b>Population:</b>	87,000				
<b>NPDES Permit No.:</b>	CAS612008				
<b>Order Number:</b>	R2-2009-0074				
<b>Reporting Time Period (month/year):</b>	July / 2010 through June / 2011				
<b>Name of the Responsible Authority:</b>	Darrell Wong			<b>Title:</b>	Senior Civil Engineer
<b>Mailing Address:</b>	70 W. Hedding St				
<b>City:</b>	San Jose	<b>Zip Code:</b>	95110	<b>County:</b>	Santa Clara
<b>Telephone Number:</b>	(408) 299- 5735		<b>Fax Number:</b>	(408) 279-8537	
<b>E-mail Address:</b>	darrell.wong@pln.sccgov.org				
<b>Name of the Designated Stormwater Management Program Contact (if different from above):</b>	Clara Spaulding			<b>Title:</b>	Clean Water Coordinator
<b>Department:</b>	Planning and Development				
<b>Mailing Address:</b>	70 W. Hedding St				
<b>City:</b>	San Jose	<b>Zip Code:</b>	95110	<b>County:</b>	Santa Clara
<b>Telephone Number:</b>	(408) 299-5737		<b>Fax Number:</b>	(408) 279-8537	
<b>E-mail Address:</b>	clara.spaulding@pln.sccgov.org				

Permittee Name: County of Santa Clara

## Section 2 - Provision C.2 Reporting Municipal Operations

**Program Highlights and Evaluation**

Highlight/summarize activities for reporting year:

Summary: The Departments of Parks and Recreation (PARKs), Facilities and Fleets (FAF), and Roads and Airports (R&A) perform tasks for the County under this permit section. In addition, the County participated in the SCVURPPP Municipal Operations Committee/Work Group. Please see Section C.2 Municipal Operations of the Program's FY 10-11 Annual Report for a description of activities implemented at the countywide and/or regional level.

R&A is the only Department at the County that owns and operates pump stations. PARKs has been working to develop SWPPP for their corporation yards and intend to have them in shortly. Most of PARKs Corporation yards are not connected to a storm drain system. All water from the corporation yard runs into the surrounding landscaping. FAF provided SWPPP and Spill Prevention, Control, and Countermeasures training to their Building Operation employees.

**C.2.a. ☐ Street and Road Repair and Maintenance**

Place an **X** in the boxes next to implemented BMPs to indicate that these BMPs were implemented in applicable instances. If not applicable, type **NA** in the box. If one or more of these BMPs were not adequately implemented during the reporting fiscal year then indicate so and provide explanation in the comments section below:

<b>X</b>	Control of debris and waste materials during road and parking lot installation, repaving or repair maintenance activities from polluting stormwater
<b>X</b>	Control of concrete slurry and wastewater, asphalt, pavement cutting, and other street and road maintenance materials and wastewater from discharging to storm drains from work sites.
<b>X</b>	Sweeping and/or vacuuming and other dry methods to remove debris, concrete, or sediment residues from work sites upon completion of work.

Comments: R&A and PARKs perform street and road repair and maintenance. R&A using the CASQA Stormwater BMP Handbook for Municipal work for all maintenance work. PARKs also uses the CASQA Municipal Handbook for Street and Road Maintenance Activities. PARKs uses their Hazardous Materials Incident Decision Tree and Department policy for cleaning up small spills of known substances and for larger uncontrolled spills and releases; PARKs uses County contract vendors and hazardous materials teams from responding fire agencies.

Permittee Name: County of Santa Clara

**C.2.b. ☐ Sidewalk/Plaza Maintenance and Pavement Washing**

Place an **X** in the boxes next to implemented BMPs to indicate that these BMPs were implemented in applicable instances. If not applicable, type **NA** in the box. If one or more of these BMPs were not adequately implemented during the reporting fiscal year then indicate so and explain in the comments section below:

<input checked="" type="checkbox"/>	Control of wash water from pavement washing, mobile cleaning, pressure wash operations at parking lots, garages, trash areas, gas station fueling areas, and sidewalk and plaza cleaning activities from polluting stormwater
<input checked="" type="checkbox"/>	Implementation of the BASMAA Mobile Surface Cleaner Program BMPs

Comments: FAF and PARKs typically perform sidewalk and plaza maintenance and pavement washing. The only surface the PARKs cleans are their paved picnic pads (concrete), which are first blown and then washed down with a power washer to the surrounding landscaped areas. No flow goes into the storm water system and no soap or solvent is used to clean the picnic pads.

This section is not applicable to R&A-Pavement washing, mobile cleaning or pressure washing of parking lots, garages, trash areas, gas station fueling areas in corporation yards; sidewalks and plazas are not performed. There is minimal water use during street sweeping operation and any water is immediately vacuumed and results in no water runoff.

**C.2.c. ☐ Bridge and Structure Maintenance and Graffiti Removal**

Place an **X** in the boxes next to implemented BMPs to indicate that these BMPs were implemented in applicable instances. If not applicable, type **NA** in the box. If one or more of these BMPs were not adequately implemented during the reporting fiscal year then indicate so and explain in the comments section below:

<input checked="" type="checkbox"/>	Control of discharges from bridge and structural maintenance activities directly over water or into storm drains
<input checked="" type="checkbox"/>	Control of discharges from graffiti removal activities
<input checked="" type="checkbox"/>	Proper disposal for wastes generated from bridge and structure maintenance and graffiti removal activities
<input checked="" type="checkbox"/>	Implementation of the BASMAA Mobile Surface Cleaner Program BMPs for graffiti removal
<input checked="" type="checkbox"/>	Employee training on proper capture and disposal methods for wastes generated from bridge and structural maintenance and graffiti removal activities.
<input checked="" type="checkbox"/>	Contract specifications requiring proper capture and disposal methods for wastes generated from bridge and structural maintenance and graffiti removal activities.

Comments: R&A and PARKs perform bridge and structure maintenance and graffiti removal. PARKs implements all the BMPs indicated above. R&A paints over graffiti, which is only performed during dry weather. Maintenance of bridges consists of replacing damaged railing or MBGR. As with all other maintenance work, bridgework BMPs are subject to CASQA Stormwater BMP Handbook for Municipal Work. Major bridge maintenance work is done by contract and is governed by permits issued by various government agencies. R&A limits maintenance of bridges and structures to preventive maintenance and repair/replacement of damaged bridge rails. During maintenance activities R&A follows appropriate BMPs indicated in the CASQA's Municipal Handbook.

Permittee Name: County of Santa Clara

C.2.d. <input type="checkbox"/> Stormwater Pump Stations						
Does your municipality own stormwater pump stations:				<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	
If your answer is <b>No</b> then skip to <b>C.2.e.</b>						
Complete the following table for dry weather DO monitoring and inspection data for pump stations <sup>1</sup> (add more rows for additional pump stations):						
Pump Station Name and Location	First inspection Dry Weather DO Data		Second inspection Dry Weather DO Data			
	Date	mg/L	Date	mg/L		
Central/Fair Oaks- Central Expwy and Fair Oaks, Sunnyvale	All pump stations owned and operated by the County of Santa Clara discharge into another stormwater collection system or into a dry creek bed and are exempt from DO monitoring.					
Central/Lawrence- Central Expwy and Lawrence Expwy, Sunnyvale						
Central/De La Cruz - Central Expwy and De La Cruz Blvd, Santa Clara						
Summarize corrective actions as needed for DO monitoring at or below 3 mg/L. Attach inspection records of additional DO monitoring for corrective actions: N/A						
Summary: The County had listed 6 pump stations. However, after further review it was determined that two of these pump stations were actually small well pumps that pump less than 100 gpm of natural spring water. These pumps are used to prevent small springs in east foot hills from washing out development in the area. These two pumps fall under the requirements of Provision C.15 and another station has it's own NPDES permit. All three of these pump stations were removed from the list						
Attachments: N/A						
Complete the following table for wet weather inspection data for pump stations (add more rows for additional pump stations): There were very few if not any two-week antecedent period of no rain during the fiscal year. For this reason R&A continued with their existing inspection program and did not perform additional inspections then their routine monthly inspection.						
Pump Station Name and Location	Date (2x/year required)	Presence of Trash (Cubic Yards)	Presence of Odor (Yes or No)	Presence of Color (Yes or No)	Presence of Turbidity (Yes or No)	Presence of Floating Hydrocarbons (Yes or No)
Central at Fair Oaks	12/15, 1/15, 2/15, 3/15	0	Y	Y	N	N
Central at De La Cruz	12/15, 1/15, 2/15, 3/15	0	Y	Y	N	N

<sup>1</sup> Pump stations that pump stormwater into stormwater collection systems or infiltrate into a dry creek immediately downstream are exempt from DO monitoring.

Permittee Name: County of Santa Clara

Lawrence at Central	12/15, 1/15, 2/15, 3/15	1	Y	Y	Y	N
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**C.2.e. ☐ Rural Public Works Construction and Maintenance**Does your municipality own/maintain rural<sup>2</sup> roads:☒ X

Yes

☐ NoIf your answer is **No** then skip to **C.2.f.**

Place an **X** in the boxes next to implemented BMPs to indicate that these BMPs were implemented in applicable instances. If one or more of the BMPs were not adequately implemented during the reporting fiscal year then indicate so and explain in the comments section below:

<input checked="" type="checkbox"/> X	Control of road-related erosion and sediment transport from road design, construction, maintenance, and repairs in rural areas
<input checked="" type="checkbox"/> X	Identification and prioritization of rural road maintenance based on soil erosion potential, slope steepness, and stream habitat resources
<input checked="" type="checkbox"/> X	No impact to creek functions including migratory fish passage during construction of roads and culverts
<input checked="" type="checkbox"/> X	Inspection of rural roads for structural integrity and prevention of impact on water quality
<input checked="" type="checkbox"/> X	Maintenance of rural roads adjacent to streams and riparian habitat to reduce erosion, replace damaging shotgun culverts and excessive erosion
<input checked="" type="checkbox"/> X	Re-grading of unpaved rural roads to slope outward where consistent with road engineering safety standards, and installation of water bars as appropriate
<input checked="" type="checkbox"/> X	Inclusion of measures to reduce erosion, provide fish passage, and maintain natural stream geomorphology when replacing culverts or design of new culverts or bridge crossings

Comments including listing increased maintenance in priority areas:

R&A and PARKS both own and maintain rural roads. Both of these Departments have been implementing the Program's Rural Public Works Maintenance and Support Performance Standards and associated BMPs since 2003.

PARKS identifies and prioritizes rural road maintenance based on soil erosion potential, slope steepness and stream habitat resources.

R&A uses appropriate BMPs of the Program's Rural Public Works Maintenance standards when maintaining rural roads. Road repair is prioritized based on public safety and road conditions. Work on culvert replacement or slip outs next to a water body are performed in accordance with RWQCB, Fish and Game, Army Corps of Engineers and SCVWD permits. Road maintenance staff attended the Program's Rural Road maintenance workshops on September 25 and 26, 2008 and Rural Roads BMP installation on March 23 and 24, 2009 presented by Ledwith

<sup>2</sup> Rural means any watershed or portion thereof that is developed with large lot home-sites, such as one acre or larger, or with primarily agricultural, grazing or open space uses.

Permittee Name: County of Santa Clara

Watershed Services. Re-grading of rural unpaved roads is done based on traffic safety.

**C.2.f. Corporation Yard BMP Implementation**Place an **X** in the boxes below that apply to your corporations yard(s):

<input type="checkbox"/>	We do not have a corporation yard
<input type="checkbox"/>	Our corporation yard is a filed NOI facility and regulated by the California State Industrial Stormwater NPDES General Permit
<input checked="" type="checkbox"/>	We have a current <b>Stormwater Pollution Prevention Plan (SWPPP)</b> for the Corporation Yard(s)

Place an **X** in the boxes below next to implemented SWPPP BMPs to indicate that these BMPs were implemented in applicable instances. If not applicable, type **NA** in the box. If one or more of the BMPs were not adequately implemented during the reporting fiscal year then indicate so and explain in the comments section below:

<input checked="" type="checkbox"/>	Control of pollutant discharges to storm drains such as wash waters from cleaning vehicles and equipment
<input checked="" type="checkbox"/>	Routine inspection prior to the rainy seasons of corporation yard(s) to ensure non-stormwater discharges have not entered the storm drain system
<input checked="" type="checkbox"/>	Containment of all vehicle and equipment wash areas through plumbing to sanitary or another collection method
<input checked="" type="checkbox"/>	Use of dry cleanup methods when cleaning debris and spills from corporation yard(s) or collection of all wash water and disposing of wash water to sanitary or other location where it does not impact surface or groundwater when wet cleanup methods are used
<input checked="" type="checkbox"/>	Cover and/or berm outdoor storage areas containing waste pollutants

Comments: This was the first year that the junction fleet yard was operating. Monthly inspections occurred monthly during the rainy season.

If you have a corporation yard(s) that is not an NOI facility, complete the following table for inspection results for your corporation yard(s) or attach a summary including the following information:

Corporation Yard Name	Inspection Date (1x/year required)	Inspection Findings/Results	Follow-up Actions
Schallenberger Road	8/19, 9/8, 10/22, 11/28, 12/20	Drain cleaning, stockpiled materials (K-rail), Safe drains opened.	Drains cleaned of sediment and leaves, Safe drained cleaned and opened for rainy season, stockpile materials removed before season.
Doyle Road	8/18,9/9,10/22,11/23,12/10	Fuel island spill, debris in DIs, pump at wash area needs cleaning, swale needs cleaning, sweeping needed behind building 4	Fuel spill cleaned by absorbent, debris removed from DIs, Pump cleaned, swale cleaned, sweeping

**FY 2010-2011 Annual Report****Permittee Name: County of Santa Clara****C.2 – Municipal Operations**

			done.
Junction Fleet Yard	12/22/10	Silt sacks from Construction were still in two D.I. and sandy area needed cleaned up.	Silt sacks were removed and sandy area swept up. Metal bins were moved inside the building. Battery storage area was moved to under overhang.
Junction Fleet Yard	1/29/11	Light dirt in side parking area. Sweeping recommended.	Sweeping up and disposal of materials
Junction Fleet Yard	2/28/11	Light dirt in side parking area. Sweeping recommended.	Sweeping up and disposal of materials
Junction Fleet Yard	3/16/11	Wet inspection, No issues	NA
Junction Fleet Yard	4/29/11	Wet inspection, No issues	NA
Junction Fleet Yard	5/23/11	Light dirt in side parking area. Sweeping recommended.	Sweeping of yard was performed with Roads Dept. sweeper.
Junction Fleet Yard	6/8/11	No issues	NA

## Section 3 - Provision C.3 Reporting New Development and Redevelopment

**C.3.a. ☐ New Development and Redevelopment Performance Standard  
Implementation Summary Report**

*(For FY 10-11 Annual Report only) Provide a brief summary of the methods of implementation of Provisions C.3.a.i.(1)-(8).*

Summary: The County of Santa Clara has an ordinance (B 11.5 Nonpoint Source Pollution) that requires project to implement C.3 requirements. PARKs, R&A and FAF is each individually responsible for implement the permit requirements for their department's public projects. The Department of Planning and Development (P&D) reviews private project for C.3 compliance.

P&D uses conditions of approval to require projects to implement C.3 requirements. When projects come in for a permit an engineer will review the project to ensure that C.3 requirements are meet before issuing a permit. In addition, P&D does not issue a grading/building permit without an O&M agreement being executed. Water quality effects and mitigation measures are addressed in the CEQA.

The Clean Water Program provides guidance to each of the departments but each department is responsible for implementing the appropriate sections of the permit for that are applicable for each department. Flyers for the SCVURPPP C.3 workshop were sent to each department notifying them of the training opportunity. PARKs, R&A and DPD sent staff to the training. DPD follows up with additional training at staff monthly meetings, as needed.

The Clean Water Program also updates each department on any changes via emails and meetings. DPD also holds staff meetings where changes are discussed. Contractors are given C.3 questionnaire to fill out when submitting a project for review and new requirements are also discussed at the quarterly applicant round table. Our inspectors verbally inform construction site operators on any changes.

The General Plan includes water quality and watershed protection with water supply, flood control, habitat protection, groundwater recharge, and other sustainable development principles and policies.

For PARKs capital projects, the project manager reviews project with Parks Planning and Resource Management staff to determine proximity of project to water body, slopes, erodability of soils, project schedule (time of year soils will be exposed), vegetative cover and likelihood of illicit discharge if BMPs fail. During PARKs review staff determined that if the project is subject to C.3 and implements appropriate measures as necessary.

All R&A capital projects are required to complete a checklist for C.3 compliance. Eight projects were submitted and all eight projects were exempt from C.3 because of the type of work or because they were projects where no new impervious areas were added.

For FAF capital projects, FAF contracts with engineering consulting firms to develop site designs that comply with C.3 requirements. During the CEQA review water quality effects and mitigation measures are reviewed. The County Board of Supervisors approves all CEQA findings when projects are approved for funding. Storm Water Pollution Prevention and Training on the Spill Containment and Countermeasures Plan was given.

For projects that disturb more than one acre of land, or projects that involve site work in areas that could affect storm water run-off, FAF require that the Contractor develop a SWPPP. All SWPPPs must be developed by a QSD and managed by a QSP. FAF has standard procedures that require all projects to include LID features, which include site design, and source control measures.

**C.3.b. ☐ Green Streets Status Report**

(All projects to be completed by December 1, 2014)

On an annual basis (if applicable), report on the status of any pilot green street projects within your jurisdiction. For each completed project, report the capital costs, operation and maintenance costs, legal and procedural arrangements in place to address operation and maintenance and its associated costs, and the sustainable landscape measures incorporated in the project including, if relevant, the score from the Bay-Friendly Landscape Scorecard.

Summary: Please see Section C.3 New Development and Redevelopment of the Program's FY 10-11 Annual Report for a description of any activities conducted at the countywide or regional level.

**C.3.b.v.(1) ☐ Regulated Projects Reporting Table**

Fill in attached table **C.3.b.v.(1)** or attach your own table including the same information. There were no Public projects that were C.3 projects this fiscal year.

**C.3.c. Low Impact Development Reporting**

Please see the Program's Annual Report and/or the BASMAA Annual Report for a summary of the submittals made during FY 10-11 (i.e., Biotreatment Soil Specifications, Special Projects Proposal, Feasibility/Infeasibility Criteria Report, and Green Roof Specifications).

**C.3.h.iv. ☐ Installed Stormwater Treatment Systems Operation and Maintenance Verification Inspection Program Reporting**

**(1)** Fill in attached table **C.3.h.iv.(1)** or attach your own table including the same information.

**(2)** On an annual basis, provide a discussion of the inspection findings for the year and any common problems encountered with various types of treatment systems and/or HM controls. This discussion should include a general comparison to the inspection findings from the previous year.

Summary: County owned and operated post-construction treatment systems were inspected and operated smoothly. R&A reported that plants are growing and are healthy at Montague Expressway Bio-filtration and the Vortech Separators are operating normally.

FAF conducted the inspection and cleanout of the CDS treatment devices this past year and added these activities to their Preventative Maintenance Program. FAF Building Ops. now has an annual PM scheduled for inspection and clean out of the interceptor drains. Good amount of sediment found in interceptor (1-1.5 feet of debris). The sediment was removed by vacuum truck by Roto Rooter and disposed of offsite in their dewatering facility in Redwood City.

**(3)** On an annual basis, provide a discussion of the effectiveness of the O&M Program and any proposed changes to improve the O&M Program (e.g., changes in prioritization plan or frequency of O&M inspections, other changes to improve effectiveness program).

Summary: R&A weeded, cut and maintained their biofiltration swale as needed to regulate efficiency. Expressway litter is removed as part of maintenance program. R&A cleaned their Vortech Separators prior to the rainy season and pump stations are monitored during the rainy season for any sign of garbage that have gotten past the separators. One separator has a by-pass during heavy rain events, R&A will inspect that separator once a month during the rainy season and clean it as necessary. FAF reported that there O&M program has been very effective and does not propose any changes at this time. DPD construction Inspection staff ensures that the treatment systems are installed according to the plans. The one project DPD had was completed according to the plans and signed off on June 2, 2011. DPD is still working on developing their O&M program and is in the process of updating their inspection program to capture the inspection of installed treatment systems.

C.3.b.v.(1) Regulated Projects Reporting Table (part 1) – Projects Approved During the Fiscal Year Reporting Period											
Project Name Project No.	Project Location <sup>3</sup> , Street Address	Name of Developer	Project Phase No. <sup>4</sup>	Project Type & Description <sup>5</sup>	Project Watershed <sup>6</sup>	Total Site Area (Acres)	Total Area of Land Disturbed (Acres)	Total New Impervious Surface Area (ft <sup>2</sup> )	Total Replaced Impervious Surface Area (ft <sup>2</sup> )	Total Pre- Project Impervious Surface Area <sup>7</sup> (ft <sup>2</sup> )	Total Post- Project Impervious Surface Area <sup>8</sup> (ft <sup>2</sup> )
<b>Private Projects</b>											
Casa Italiana house (10155) and Bob House (10156)	562 and 566 Mayfield Ave, Stanford	Stanford	n/a	Landscaping concrete sidewalks and sand volleyball court	Matadero Creek	0.939	0.578	0	Casa Italiana =7864 Bob house =7140	23,271	22,872
<b>Public Projects</b>											
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Comments: There was one public project that was approved for FY 2011. This project was at Stanford and although there are 2 different file numbers the two projects are located right next to each other, within the same parcel and have the same owner. Individually projects would not qualify for C.3 because they add/replace less than 10,000 s.f. of impervious surface area but the County considered these projects to be a common plan of development. In addition, there was no new impervious surface area.  No Public C.3 projects were approved this Fiscal Year.											

<sup>3</sup> Include cross streets

<sup>4</sup> If a project is being constructed in phases, indicate the phase number and use a separate row entry for each phase. If not, enter "NA".

<sup>5</sup> Project Type is the type of development (i.e., new and/or redevelopment). Example descriptions of development are: 5-story office building, residential with 160 single-family homes with five 4-story buildings to contain 200 condominiums, 100 unit 2-story shopping mall, mixed use retail and residential development (apartments), industrial warehouse.

<sup>6</sup> State the watershed(s) in which the Regulated Project is located. Optional but recommended: Also state the downstream watershed(s).

<sup>7</sup> For redevelopment projects, state the pre-project impervious surface area.

<sup>8</sup> For redevelopment projects, state the post-project impervious surface area.

C.3.b.v.(1) Regulated Projects Reporting Table (part 2) – Projects Approved During the Fiscal Year Reporting Period										
Project Name Project No.	Application Deemed Complete Date <sup>9</sup>	Application Final Approval Date <sup>9</sup>	Source Control Measures <sup>10</sup>	Site Design Measures <sup>11</sup>	Treatment Systems Approved <sup>12</sup>	Operation & Maintenance Responsibility Mechanism <sup>13</sup>	Hydraulic Sizing Criteria <sup>14</sup>	Alternative Compliance Measures <sup>15/16</sup>	Alternative Certification <sup>17</sup>	HM Controls <sup>18/19</sup>
<b>Private Projects</b>										
Casa Italiana house (10155) and Bob House (10156)	9/9/10	5/4/11	Draining the fire sprinkler main drain through the landscape areas, installing efficient landscaping and irrigation	Directing runoff from roofs and sidewalks into vegetated areas and minimize impervious area	Buffer strip	O&M agreement with private landowner	c.3.d.(2).(c)	N/A	N/A	N/A. This project does not add/replace more than 1 acre of impervious surface area
Comments: For private projects deem complete is when the project's final condition of approval are finalized. The application final approval date is the date that either a grading or building permit is issued.										

<sup>9</sup> For private projects, state project application deemed complete date and final discretionary approval date.

<sup>10</sup> List source control measures approved for the project. Examples include: properly designed trash storage areas; storm drain stenciling or signage; efficient landscape irrigation systems; etc.

<sup>11</sup> List site design measures approved for the project. Examples include: minimize impervious surfaces; conserve natural areas, including existing trees or other vegetation, and soils; construct sidewalks, walkways, and/or patios with permeable surfaces, etc.

<sup>12</sup> List all approved stormwater treatment system(s) to be installed onsite or at a joint stormwater treatment facility (e.g., flow through planter, bioretention facility, infiltration basin, etc.).

<sup>13</sup> List the legal mechanism(s) (e.g., O&M agreement with private landowner, O&M agreement with homeowners' association; O&M by public entity, etc...) that have been or will be used to assign responsibility for the maintenance of the post-construction stormwater treatment systems.

<sup>14</sup> See Provision C.3.d.i. "Numeric Sizing Criteria for Stormwater Treatment Systems" for list of hydraulic sizing design criteria. Enter the corresponding provision number of the appropriate criterion (i.e., 1.a., 1.b., 2.a., 2.b., 2.c., or 3).

<sup>15</sup> For Alternative Compliance at an offsite location in accordance with Provision C.3.e.i.(1), on a separate page, give a discussion of the alternative compliance site including the information specified in Provision C.3.b.v.(1)(m)(i) for the offsite project.

<sup>16</sup> For Alternative Compliance by paying in-lieu fees in accordance with Provision C.3.e.i.(2), on a separate page, provide the information specified in Provision C.3.b.v.(1)(m)(ii) for the Regional Project.

<sup>17</sup> Note whether a third party was used to certify the project design complies with Provision C.3.d.

<sup>18</sup> If HM control is not required, state why not.

<sup>19</sup> If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), bioretention unit(s), regional detention basin, or in-stream control).

**C.3.b.v.(1) Regulated Projects Reporting Table (part 2) – Projects Approved During the Fiscal Year Reporting Period**

Project Name Project No.	Is Funding Committed? <sup>20</sup>	Date Construction Scheduled to Begin <sup>20</sup>	Source Control Measures <sup>21</sup>	Site Design Measures <sup>22</sup>	Treatment Systems Approved <sup>23</sup>	Operation & Maintenance Responsibility Mechanism <sup>24</sup>	Hydraulic Sizing Criteria <sup>25</sup>	Alternative Compliance Measures <sup>26/27</sup>	Alternative Certification <sup>28</sup>	HM Controls <sup>29/30</sup>
<b>Public Projects</b>										
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Comments: No Public C.3 projects were approved this Fiscal Year.										

<sup>20</sup> For public projects, enter "Yes" or "No" under "Is Funding Committed?" and enter a date under "Date Construction Scheduled to Begin".

<sup>21</sup> List source control measures approved for the project. Examples include: properly designed trash storage areas; storm drain stenciling or signage; efficient landscape irrigation systems; etc.

<sup>22</sup> List site design measures approved for the project. Examples include: minimize impervious surfaces; conserve natural areas, including existing trees or other vegetation, and soils; construct sidewalks, walkways, and/or patios with permeable surfaces, etc.

<sup>23</sup> List all approved stormwater treatment system(s) to be installed onsite or at a joint stormwater treatment facility (e.g., flow through planter, bioretention facility, infiltration basin, etc.).

<sup>24</sup> List the legal mechanism(s) (e.g., O&M agreement with private landowner; O&M agreement with homeowners' association; O&M by public entity, etc...) that have been or will be used to assign responsibility for the maintenance of the post-construction stormwater treatment systems.

<sup>25</sup> See Provision C.3.d.i. "Numeric Sizing Criteria for Stormwater Treatment Systems" for list of hydraulic sizing design criteria. Enter the corresponding provision number of the appropriate criterion (i.e., 1.a., 1.b., 2.a., 2.b., 2.c., or 3).

<sup>26</sup> For Alternative Compliance at an offsite location in accordance with Provision C.3.e.i.(1), on a separate page, give a discussion of the alternative compliance site including the information specified in Provision C.3.b.v.(1)(m)(i) for the offsite project.

<sup>27</sup> For Alternative Compliance by paying in-lieu fees in accordance with Provision C.3.e.i.(2), on a separate page, provide the information specified in Provision C.3.b.v.(1)(m)(ii) for the Regional Project.

<sup>28</sup> Note whether a third party was used to certify the project design complies with Provision C.3.d.

<sup>29</sup> If HM control is not required, state why not.

<sup>30</sup> If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), bioretention unit(s), regional detention basin, or in-stream control).

**C.3.h.iv. Installed Stormwater Treatment Systems Operation and Maintenance Verification Inspection Program Reporting**

Fill in table below or attach your own table including the same information.

Name of Facility/Site Inspected	Address of Facility/Site Inspected	Newly Installed? (YES/NO) <sup>31</sup>	Party Responsible <sup>32</sup> For Maintenance	Date of Inspection	Type of Inspection <sup>33</sup>	Type of Treatment/HM Control(s) Inspected <sup>34</sup>	Inspection Findings or Results <sup>35</sup>	Enforcement Action Taken <sup>36</sup>	Comments
Montague Expressway at Lick Mill Road	Montague Expressway at Lick Mill Road	No	Road Maintenance	03/2011	Routine	Bio-filtration Swale	Plantings are healthy, a little over grown. Presence of weeds and trash. Working normally.	None.	Weeds and trash removed. Mowing.
Central Expressway at Fair Oaks Overpass	Central Expressway at Fair Oaks Overpass	No	Road Maintenance	10/2010	Routine	Vortech separator	Presence of organic debris and trash. Working normally.	None.	Organic debris and trash removed.
Central Expressway at Fair Oaks Overpass	Central Expressway at Lafayette RR overcrossing.	No	Road Maintenance	10/2010	Routine	Vortech separator	Presence of organic debris and trash. Working normally.	None.	Organic debris and trash removed.
VHC-Sunnyvale	660 S. Fair Oaks Ave Sunnyvale CA 94085	No	FAF-Building Operations/ Dave Jones	12/28/10	Annual Inspection/ Service	CDS-Vortex separator Unit	Sediment found in interceptor (1-1.5 feet of debris). The sediment was removed by vacuum truck by Roto Rooter and disposed of offsite in their dewatering area in Redwood City.	NA	None
VHC-Milpitas	143 N. Main Street Milpitas CA 95035	No	FAF-Building Operations/ Dave Jones	12/28/10	Annual Inspection/ Service	CDS-Vortex separator Unit	Sediment found in interceptor (<1 foot of debris). The sediment was removed by vacuum truck by Roto Rooter and disposed of offsite in their dewatering area in Redwood	NA	None

<sup>31</sup> Indicate "YES" if the facility was installed within the reporting period, or "NO" if installed during a previous fiscal year.

<sup>32</sup> State the responsible operator for installed stormwater treatment systems and HM controls.

<sup>33</sup> State the type of inspection (e.g., 45-day, routine or scheduled, follow-up, etc.).

<sup>34</sup> State the type(s) of treatment systems inspected (e.g., bioretention facility, flow-through planter, infiltration basin, etc...) and the type(s) of HM controls inspected, and indicate whether the treatment system is an onsite, joint, or offsite system.

<sup>35</sup> State the inspection findings or results (e.g., proper installation, improper installation, proper O&M, immediate maintenance needed, etc.).

<sup>36</sup> State the enforcement action(s) taken, if any, as appropriate and consistent with your municipality's Enforcement Response Plan.

**C.3.h.iv. Installed Stormwater Treatment Systems Operation and Maintenance Verification Inspection Program Reporting**

Fill in table below or attach your own table including the same information.

Name of Facility/Site Inspected	Address of Facility/Site Inspected	Newly Installed? (YES/NO) <sup>31</sup>	Party Responsible <sup>32</sup> For Maintenance	Date of Inspection	Type of Inspection <sup>33</sup>	Type of Treatment/HM Control(s) Inspected <sup>34</sup>	Inspection Findings or Results <sup>35</sup>	Enforcement Action Taken <sup>36</sup>	Comments
DA Crime Lab	250 W. Hedding St. San Jose CA 95112	No	FAF-Building Operations/ Dave Jones	1/12/11	Annual Inspection/ Service	Rinker STC 900 Stormceptor	Sediment found in interceptor (<1 foot of debris). The sediment was removed by vacuum truck by Roto Rooter and disposed of offsite in their dewatering area in Redwood City.	NA	None
Casa Italiana House and Bob House	562 and 566 Mayfield Ave, Stanford	Yes	Leland Stanford Junior University	N/A	N/A	Buffer strip	N/A	N/A	The construction inspectors do ensure that the treatment system is installed according to the plan. However, DPD is still working on our inspection forms to track this information

**Section 4 – Provision C.4 Industrial and Commercial Site Controls**

**Program Highlights**

Provide background information, highlights, trends, etc.

The Department of Environmental Health (DEH) contains two programs that perform industrial/commercial facility inspections; these two programs include the Consumer Protection Division (CPD) and the Hazardous Materials Program (HAZMAT). The County participated in the SCVURPPP IND/IDDE Ad Hoc Task Group (AHTG) and reviewed AHTG products. The County did not participate in the BASMAA committee but did review materials produced by BASMAA committee at AHTG meetings. Please see C.4. Industrial and Commercial Site Controls section of the Program's FY 10-11 Annual Report for a description of activities of the countywide program and/or the BASMAA Municipal Operations Committee.

CPD and HAZMAT incorporate stormwater inspections as part of their routine inspections. The CPD also has permit obligations for Cities of Cupertino, Los Gatos, Monte Sereno, Saratoga and Campbell. The Stormwater Coordinators from these cities and the County worked together to provide a training program to CPD last year on what to look for, how to report a violation, and how to refer a violation. This fiscal year, the Stormwater Coordinators gave a training program to HAZMAT and Solid Waste Programs. This training covered the MRP requirements and what to look for.

**C.4.b.i. ☐ Business Inspection Plan**

Do you have a Business Inspection Plan?

☒

**Yes**

☐ **No**

If No, explain:

**C.4.b.iii.(1) ☐ Potential Facilities List**

List below or attach your list of industrial and commercial facilities in your Inspection Plan to inspect that could reasonably be considered to cause or contribute to pollution of stormwater runoff.

Please see Appendix 4-1 for more a list of the facilities that could reasonably be considered to cause or contribute to pollution of stormwater runoff.

**C.4.b.iii.(2) ☐ Facilities Scheduled for Inspection**

List below or attach your list of facilities scheduled for inspection during the current fiscal year.

HAZMAT inspects category A facilities and underground storage tank facilities annually. As the Certified Unified Program Agency (CUPA) for Santa Clara County, Hazmat ensures compliance with seven State programs, as well as local Ordinances, related to the handling, use and disposal of hazardous materials. Inspection frequencies are established by these programs and are based on size of the facility and the amount of hazardous materials used, stored or disposed. The list of our hazmat inspection frequencies can be found in Appendix 4-3.

The Consumer Protection Division inspects all of their potential facilities that are listed under C.4.b.iii.(1), each year. Therefore, the facilities listed in Appendix 4-1 are the same facilities the CPD plans to inspect next year. Please see Appendix 4-2 for a list of facilities scheduled for inspection during the current fiscal year for HAZMAT.

Permittee Name: County of Santa Clara

**C.4.c.iii.(1) Facility Inspections**

Fill out the following table or attach a summary of the following information. Indicate your violation reporting methodology below.

<input checked="checked" type="checkbox"/>	Permittee reports multiple discrete violations on a site as one violation.
<input type="checkbox"/>	Permittee reports the total number of discrete violations on each site.

	Number	Percent
Number of businesses inspected	190	
Total number of inspections conducted	402	
Number of violations (excluding verbal warnings)	2	
Sites inspected in violation	2	100
Violations resolved within 10 working days or otherwise deemed resolved in a longer but still timely manner	2	100

Comments: HAZMAT and CPD do inspections for the entire County. Their spreadsheets are given to GIS and the inspections that are located in unincorporated County and Region 2 are separated out and used in this annual report. HAZMAT and CPD consider a site in violation at any time a violation of the ordinance occurs; unlike the clean water program that considers a facility to be in violation when a discharge to the storm drain/water body occurs. HAZMAT and CPD indicated in their inspection forms and spreadsheets/database if a site inspected was in violation. HAZMAT did not have a violations in unincorporated Santa Clara County in Region 2. CPD were two violations found in the unincorporated County in Region 2. Both of these violations were corrected in 10 business days or otherwise deemed resolved in a timely manner.

**C.4.c.iii.(2) Frequency and Types/Categories of Violations Observed**

Fill out the following table or attach a summary of the following information.

Type/Category of Violations Observed	Number of Violations
Actual discharge (e.g. active non-stormwater discharge or clear evidence of a recent discharge)	0
Potential discharge and other	2

Comments:  
Hazmat and CPD count discharge streams as one discharge per inspection per site.

**C.4.c.iii.(2) Frequency and Type of Enforcement Conducted**

Fill out the following table or attach a summary of the following information.

	<b>Enforcement Action</b> (as listed in ERP) <sup>37</sup>	<b>Number of Enforcement Actions Taken</b>	<b>% of Enforcement Actions Taken<sup>38</sup></b>
Level 1	Written Warning	2	100%
Level 2	Referrals/administrative	0	
Level 3	Citation/Enforcement	0	
Level 4	Administrative Hearing	0	
<b>Total</b>		2	100%

**C.4.c.iii.(3) Types of Violations Noted by Business Category**

Fill out the following table or attach a summary of the following information.

<b>Business Category<sup>39</sup></b>	<b>Number of Actual Discharge Violations</b>	<b>Number of Potential/Other Discharge Violations</b>
Restaurant		1
Remote access food facility		1

**C.4.c.iii.(4) Non-Filers**

List below or attach a list of the facilities required to have coverage under the Industrial General Permit but have not filed for coverage:

There were no industries identified as non-filers during scheduled inspections during this fiscal year.

**C.4.d.iii Staff Training Summary**

<b>Training Name</b>	<b>Training Dates</b>	<b>Topics Covered</b>	<b>No. of Inspectors in Attendance</b>	<b>Percent of Inspectors in Attendance</b>
IND&IDDE Workshop	5/5/11	MRP requirements, pollution prevent Commercial/industrial inspections, document compliance & coordinating with other agencies, violations, inspecting for POCs, Illicit discharge detection and elimination	2	12.5%
Haz/Solid Waste inspector	11/4/10	BMP requirements, Typically BMPs used, what constitutes a violation, water quality protection at	16	100%

<sup>37</sup> Agencies to list specific enforcement actions as defined in their ERPs.

<sup>38</sup> Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.

<sup>39</sup> List your Program's standard business categories.

training		ind/comm. facilities		
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## Section 5 – Provision C.5 Illicit Discharge Detection and Elimination

**Program Highlights**

Provide background information, highlights, trends, etc.

The DEH is primarily responsible for C.5 but R&A and The Department of Planning and Development (DPD) are also involved in a few of the tasks associated with this Provision of the Municipal Regional Permit.

The County participated in The SCVURPPP IND/IDDE AHTG and reviewed AHTG products. The County did not participate in BASMAA Municipal Operations Committee but materials developed by this committee were discussed at the SCVURPPPS IND/IDDE AHTG meetings, as made available. Please see Section C.5 Illicit Discharge Detection and Elimination of the Program's FY 10-11 Annual Report for a description of activities at the countywide and/or regional level.

DPD receives construction complaints (this information is in C.6) and complaints that are not covered by DEH are referred to the Clean Water Program. R&A performed inspections of the storm drain system.

DEH Solid Waste Program received 92 complaints but only 49 were in Region 2/unincorporated county and only 39 were a stormwater issue. CPD had 21 complaints but only 5 were in Region 2/unincorporated county. HAZMAT received 1 complaint and it was in Region 2/unincorporated county. DPD had 5 complaints in unincorporated County located in Region 2/unincorporated county.

**C.5.c.iii Complaint and Spill Response Phone Number and Spill Contact List**

List below or attach your complaint and spill response phone number and spill contact list.

Contact	Description	Phone Number
County Communications	24 hr communication/reporting of spills and releases	911
DEH	For onsite sewage, complaints, solid waste hazmat and Vector Control	(408) 918-3400

**C.5.d.iii Evaluation of Mobile Business Program**

Describe implementation of minimum standards and BMPs for mobile businesses and your enforcement strategy. This may include participation in the BASMAA Mobile Surface Cleaners regional program or local activities.

Description: CPD has jurisdiction over the mobile retail food vehicles and actively enforces against illegal discharges that come from mobile retail food vehicle operations, such as: grey water tanks not properly capped and discharging to the ground. Please see section C.5 Illicit Discharge Detection and Elimination in the Countywide Program's FY10-11 Annual Report for a description of efforts by county wide committees/work groups and the BASMAA Municipal Operation Committee to address mobile business.

Permittee Name: County of Santa Clara

**C.5.e.iii Evaluation of Collection System Screening Program**

Provide a summary or attach a summary of your collection screening program, a summary of problems found during collection system screening and any changes to the screening program this FY.

Description: R&A has a policy for reporting illicit discharges on County right of way (ROW) if origin of discharge can be found. If discharge is not dangerous, R&A follows appropriate BMP protocols during clean up. R&A contacts other departments for discharges originating from private property flowing into County ROW. There were no illicit discharges requiring clean up for this Fiscal Year. R&A visually inspected all drainage inlets located on expressways. Inspections are conducted before the rainy season and as work schedules permit. The screening form was filled out for every drainage inlet inspected. There were no instances of illicit discharge documented. Trash, organic debris and dirt were removed by vacuum truck for disposal.

**C.5.f.iii.(1), (2), (3) Spill and Discharge Complaint Tracking**

Spill and Discharge Complaint Tracking (fill out the following table or include an attachment of the following information)

	Number	Percentage
Discharges reported (C.5.f.iii.(1))	8	
Discharges reaching storm drains and/or receiving waters (C.5.f.iii.(2))	0	0
Discharges resolved in a timely manner (C.5.f.iii.(3))	0	0

Comments: CPD, HAZMAT and DPD received a combined total of 49 complaints but not all of these complaints were related to a discharge/spill. Only those that were related were included in the table above. There are few storm drain systems in the unincorporated area and large open space. Most often there is no storm drain system for the discharge to discharge into or must travel a long distance to enter a water body. For this reason, the County rarely sees a discharge reach a storm drain or a receiving water body.

Each department investigates all complaints received. If a complaint is not found the inspector indicates that it was not found in their inspection forms, which is then put into the spreadsheet/database. When HAZMAT receives a call and the caller indicates that a release is in progress or just happened, the caller is told to hang-up and dial 911. Hazmat and CPD consider something a violation when an ordinance code is not met, not necessarily if it enters the storm drain system, which is what the DPD considers a violation. HAZMAT and CPD track all complaints and indicate whether or not it reached the storm drain/receiving waters in their spreadsheet/database. The DPD tracks all complaints and those where the discharge reaches the storm drain/receiving waters are considered a violation.

**C.5.f.iii.(4) Summary of major types of discharges and complaints**

Provide a narrative or attach a table and/or graph.

There were seven complaints received from CPD in Region 2/unincorporated county. CPD inspected these complaints and were only able to find four of these complaints. Three were sanitary spills or leaks and one was a RV waste discharge. None of these entered the storm drain. There was one sanitary spill/leak that was red tagged by the Building Department. There was one discharge/spill complaint received by HHW but when the inspection was conducted the complaint could not be found. LDE received 4 complaints. One was an allowable discharge (which is not included in the data table above because it is allowable), two could not be found( one of which was a discharge complaint) and the last one was an improper storage complaint, which an NOV was issued and the problem was correct in 10 business days. There were 37 complaints to

Solid Waste and only one was related to discharge. None entered the storm drain system.

CPD- all complaints were sanitary spill/leak ( 7)

HAZMAT- vehicle and equipment leaking ( 1)

Solid Waste-Trash/ dumping related complaints( 31)

- Animal wastes ( 2)

- Manure (1)

- Landscaping materials dumping (1)

- Sanitary spill/leak (1)

- Unpermitted chip/grind/tranfer operation (1)

Clean Water Program – Pools/Spas/Fountains discharge (1)

- Allowable discharge (1)

- Material Storage (1)

- Dumping non-hazardous (1)

Section 6 – Provision C.6 Construction Site Controls

C.6.e.iii.1.a, b, c □ Site/Inspection Totals		
Number of sites disturbing < 1 acre of soil requiring storm water runoff quality inspection (i.e. High Priority) (C.6.e.iii.1.a)	Number of sites disturbing ≥ 1 acre of soil (C.6.e.iii.1.b)	Total number of storm water runoff quality inspections conducted (C.6.e.iii.1.c)
2	16	145
Comments: The departments of R&A, FAF, and PARKs inspect their own public projects. DPD inspects private projects.		

C.6.e.iii.1.d □ Construction Activities Storm Water Violations		
BMP Category	Number of Violations <sup>40</sup>	% of Total Violations <sup>41</sup>
Erosion Control	20	33.9%
Run-on and Run-off Control	0	0%
Sediment Control	22	37.3%
Active Treatment Systems	0	0%
Good Site Management	17	28.8%
Non Stormwater Management	0	0%
<b>Total</b>	<b>59</b>	<b>100%</b>

<sup>40</sup> Count one violation in a category for each site and inspection regardless of how many violations/problems occurred in the BMP category.

<sup>41</sup> Percentage calculated as number of violations in each category divided by total number of violations in all six categories.

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**C.6.e.iii.1.e Construction Related Storm Water Enforcement Actions**

	<b>Enforcement Action</b> (as listed in ERP) <sup>42</sup>	<b>Number Enforcement Actions Taken</b>	<b>% Enforcement Actions Taken<sup>43</sup></b>
Level 1- First Time offense for violations that do not cause an immediate threat to the storm drain system or potential violation.	<ol style="list-style-type: none"> <li>1. Providing education.</li> <li>2. Informing responsible parties of the area of concern, corrective actions to take and a date for compliance.</li> <li>3. Verbal or written warning.</li> </ol>	5	
Level 2- Violations that cause an immediate treat, reoccurring violations or when corrective actions have not been taken (second contact).	<ol style="list-style-type: none"> <li>1. Provide education if it has not be previously prod and the violation causes an immediate threat</li> <li>2. Post a notice of violation on the site if it is a violation that causes an immediate threat or corrective actions have not been taken.</li> <li>3. Stop all inspections, as necessary.</li> <li>4. Give administrative fines for sites that discharge to the storm drain system or directly into a water body and cause a threat to water quality, aquatic life and/or public health and safety or when corrective actions have not been taken, appropriate.</li> </ol>	1	
Level 3- Egregious violations, reoccurring violations or when corrective actions have not been taken (third contact or more).	<ol style="list-style-type: none"> <li>1. County staff filing a Criminal Action/Misdemeanor Compliant with County's District Attorney Office for egregious violations, reoccurring violations or when corrective actions have not been taken.</li> <li>2. Obtaining a Public Nuisance Abatement Order from the Board of Supervisors for egregious violations, reoccurring violations or when corrective actions have not been taken after multiple offenses. This could serve as the basis for a civil injunction request.</li> <li>3. Obtaining a Summary abatement order from county executive office for egregious violations that must be corrected immediately.</li> </ol>	0	0
<b>Total</b>		<b>6</b>	<b>100%</b>

<sup>42</sup> Agencies should list the specific enforcement actions as defined in their ERPs.<sup>43</sup> Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.

C.6.e.iii.1.f, g <input type="checkbox"/> Illicit Discharges	
	Number
Number of illicit discharges, actual and those inferred through evidence (C.6.e.iii.1.f)	0
Number of sites with discharges, actual and those inferred through evidence (C.6.e.iii.1.g)	0

C.6.e.iii.1.h, i <input type="checkbox"/> Violation Correction Times		
	Number	Percent
Violations fully corrected within 10 business days after violations are discovered or otherwise considered corrected in a timely period (C.6.e.iii.1.h)	2	100% <sup>44</sup>
Violations not fully corrected within 30 days after violations are discovered (C.6.e.iii.1.i)	0	0% <sup>45</sup>
Total number of violations for the reporting year <sup>46</sup>	2	100%
Comments:		

C.6.e.iii.(2) <input type="checkbox"/> Evaluation of Inspection Data
Describe your evaluation of the tracking data and data summaries and provide information on the evaluation results (e.g., data trends, typical BMP performance issues, comparisons to previous years, etc.).
<p>Description: R&amp;A has developed a spreadsheet to input all project information as it relates to this Provision. Projects that qualify for C.6 are tracked more thoroughly. Inspections, problems found, actions taken, duration and other information are tracked. Because of more training, the Department has been proactive in engaging the contractor before violations can occur. FY2011 was the first year tracking sheet was implemented.</p> <p>Parks inspectors and project managers fill out BMP inspection reports at each visit or minimum once per week in dry season and once a week, before and after storm events in wet season. Typical corrections involve replacing/repairing silt/exclusion fencing and replacement of straw wattles. These items are generally taken care of by the contractor within one or two days.</p> <p>FAF-During this reporting period FAF Capital Programs had two projects in which the scope of the project included any site work. FAF hires a contractor to provide and manage a SWPPP during construction. No violations were observed.</p> <p>The Department of Planning and Development implemented a new inspection. Some refinements will be made to the form to make it simpler for inspectors to use. There will be training on the form before the rainy season of FY2012. The inspectors are getting better at identifying potential discharges and are better at communicating with project contractors to get the appropriate BMPs in place. The inspectors reported that projects</p>

<sup>44</sup> Calculated as number of violations fully corrected in a timely period after the violations are discovered divided by the total number of violations for the reporting year.

<sup>45</sup> Calculated as number of violations not fully corrected within 30 days after the violations are discovered divided by the total number of violations for the reporting year.

<sup>46</sup> Total number of violations equals the number of initial enforcement actions (i.e. one violation issued for several problems during an inspection at a site). It does not equal the total number of enforcement actions because one violation issued at a site may have a second enforcement action for the same violation at the next inspection if it is not corrected.

Permittee Name: County of Santa Clara

were better this year and most problems they did see were fixed while they were onsite. The problems DPD saw were associated with not install/maintaining sediment and erosion control BMPs.

**C.6.e.iii.(2) Evaluation of Inspection Program Effectiveness**

Describe what appear to be your program's strengths and weaknesses, and identify needed improvements, including education and outreach.

Description: The County of Santa Clara participated in a countywide committees/work groups. The County did not participate in the BASMAA Development Committee but did review materials that were developed by this group, when made available. Please see Section C.6 Construction Site Control of Program's FY 10-11 Annual Report for a description of activities at the countywide or regional level.

Each Department has their own inspection program and was given the opportunity to attend the QSP/QSD training hosted by SCVURPPP. For PARKs. The strength for PARKs construction program is that their projects are fairly simple and can be completed within 60 – 180 days. Which allows PARKs to bid projects in February and May for a start of construction date between June and September with completion by November. PARKs reported that there might have been rain events within this period of time but the BMPs are monitored regularly and have been effective. No changes to their program occurred this fiscal year.

DPD and R&A each updated the inspection sheets and this was the first year these tracking sheets were used. Staff at DPD and R&A felt that the training helped inspectors determine proper BMP installation and identify problems. Familiarity with the process and more training will make future inspections easier and less time consuming. R&A had no problems with data collections and tracking and will not be making any changes. The DPD will be changing their inspection form to be simpler. The Inspection staff will need additional training when the inspection form is refined.

FAF had no issues with their inspection program and will not be making any changes.

**C.6.f Staff Training Summary**

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
SCVURPPP Qualified SWPPP Practitioner (QSP) Training Course	02/02/2011	In accordance with these requirements, the SWRCB worked with CASQA to develop a training program, including the QSD/QSP curriculum and a process for certifying "Trainers of Record" to conduct the trainings.	10	83%

**Section 7 – Provision C.7. Public Information and Outreach**

**C.7.b.ii.1 ☐ Advertising Campaign**

Summarize advertising efforts. Include details such as messages, creative developed, and outreach media used. The detailed advertising report may be included as an attachment. If advertising is being done by participation in a countywide or regional program, refer to the separate countywide or regional Annual Report.

Summary: The County of Santa Clara participates in a countywide advertising program. The countywide advertising efforts are summarized in three separate reports located in the Program's FY 09-10 Annual Report; section C.7 Public Information and Outreach. These separate reports include the following:

C.7.b.ii.1 Advertising Campaign

- FY 10-11 Watershed Watch Campaign Annual Campaign Report
- FY 10-11 Watershed Watch Partner Report
- FY 10-11 Watershed Watch Web Statistics Report

**C.7.b.iii.1 ☐ Pre-Campaign Survey**

*(For the Annual Report following the precampaign survey)* Summarize survey information such as sample size, type of survey (telephone survey, interviews etc.). Attach a survey report that includes the following information. If survey was done regionally, refer to a regional submittal that contains the following information: Not required for this Annual Report.

- Summary of how the survey was implemented.
- Analysis of the survey results.
- Discussion of the outreach strategies based on the survey results.
- Discussion of planned or future advertising campaigns to influence awareness and behavior changes regarding trash/litter and pesticides.

Place an **X** in the appropriate box below:

- |                          |  |
|--------------------------|--|
| <input type="checkbox"/> | Survey report attached   |
| <input type="checkbox"/> | Reference to regional submittal: Not required for this Annual Report |

**C.7.c ☐ Media Relations**

Summarize the media relations effort. Include the following details for each media pitch in the space below, AND/OR refer to a regional report that includes these details:

- Topic and content of pitch
- Medium (TV, radio, print, online)
- Date of publication/broadcast

Summary: The County of Santa Clara participates in SCVURPPP, which also participates in BASMAA, which provides a regional effort for media

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## C.7 – Public Information and Outreach

outreach. Please see the BASMAA Media Relations Final Report, developed by BASMAA, for more information on the media relation efforts conducted in FY 10-11. This report can be found in the Program's FY10-11 Annual Report under Section C.7 Public Information and Outreach.

### C.7.d Stormwater Point of Contact

Summary of any changes made during FY 10-11: The County of Santa Clara has made no changes. Please see the SCVURPPP's Annual Report Section C.7 Public Information and Outreach for efforts conducted by the countywide program to publicize stormwater points of contact (e.g. program website, hotline, outreach materials, etc.).

### C.7.e Public Outreach Events

Program staff, the Watershed Watch consultant, and co-permittees staffed thirteen outreach events in FY 10-11. Events were selected based upon target audience and attendance. Materials distributed at the events included the following: Less Toxic Pest Management fact sheets, "10 Most Wanted Backyard Bugs" brochures, "Don't Plant a Pest" brochure, "You are the Solution to Water Pollution" brochures, "Clean Cars & Clean Creeks" brochure, and giveaways (e.g. flyswatters, OWOW magnets, notepads, and temporary tattoos). The flyswatters have the Watershed Watch website and hotline number and the words "The Original Earth-Friendly Pest Control" printed on them. The Campaign also started using "Quick Response" codes in printed materials. These codes have URLs embedded in them and when scanned with smart phones direct users to specific web pages. This was targeted at people that are reluctant to collect paper materials and only want to look up information online. The beanbag game for children was used at most of the events. Event staff distributed more than 6,000 outreach materials and giveaways.

Event Details	Description (messages, audience)	Evaluation of Effectiveness
Provide event name, date, and location. Indicate if event is local, countywide or regional.	Identify type of event (e.g., school fair, farmers market etc.), type of audience (school children, gardeners, homeowners etc.) and outreach messages (e.g., Enviroscape presentation, pesticides, stormwater awareness).	Provide general staff feedback on the event (e.g., success at reaching a broad spectrum of the community, well attended, good opportunity to talk to gardeners etc.). Provide other details such as: <ul style="list-style-type: none"> <li>Estimated overall attendance at the event;</li> <li>Number of people that visited the booth, comparison with previous years;</li> <li>Number of brochures and giveaways distributed; and</li> <li>Results of any spot surveys conducted.</li> </ul>
Name: Backyard Boogie Date: July 13, 2010 Location: Cardoza Park, Milpitas Region: City	Type of Event: Community musical event Audience: Adults Message: Stormwater pollution prevention, less-toxic pest control and, proper disposal of household hazardous waste (HHW).	General Feed Back: Event was well attended; however attendees visited the booths only during the breaks. Attendees were mostly adults. Estimated Overall Event Attendance: 600 Number of Brochures Distributed: 161

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		Number of Giveaways Distributed: 259
<p>Name: Advantest Eco Faire  Date: August 13, 2010  Location: Advantest Corp., Santa Clara  Region: Countywide</p>	<p>Type of Event: Corporate event  Audience: Employees  Messages: Stormwater pollution prevention, less-toxic pest control</p>	<p>General Feed Back: The event was held during lunch hour in the cafeteria. Not many employees stopped at the booth to ask questions and take brochures. Due to the low attendance, the Program will not participate in this event next year.  Estimated Overall Event Attendance: 500  Number of Brochures Distributed: 48  Number of Giveaways Distributed: 65</p>
<p>Name: Fiestas Patrias Parade &amp; Festival  Date: September 12, 2010  Location: Guadalupe River Park and Gardens, San Jose  Region: Countywide</p>	<p>Type of Event: Community event  Audience: Families with children  Messages: Stormwater pollution prevention, less-toxic pest control and, proper disposal of HHW.</p>	<p>General Feed Back: This event is a good venue for reaching out to the Spanish speaking community. However, the event organizers did not provide a good location for the Watershed Watch booth, and as a result not many people stopped by. The Program will participate in this event next year only if a good booth location is available.  Estimated Overall Event Attendance: 5,000  Number of Brochures Distributed: 163</p>
<p>Name: Pumpkins in the Park  Date: October 9, 2010  Location: Guadalupe River Park and Gardens, San Jose  Region: Countywide</p>	<p>Type of Event: Community fair  Audience: Families with children  Messages: Stormwater pollution prevention, less-toxic pest control and, proper disposal of HHW.</p>	<p>General Feed Back: Good attendance with lots of children and families. This is a great event for educating families with small children.  Estimated Overall Event Attendance: 12,000-15,000  Number of Brochures Distributed: 332  Number of Giveaways Distributed: 727</p>
<p>Name: Haunted History  Date: October 31, 2009  Location: History Park at Kelley Park, San Jose  Region: Countywide</p>	<p>Type of Event: Halloween Event  Audience: Families with children  Messages: Stormwater pollution prevention and proper disposal of HHW</p>	<p>General Feed Back: The event was very well attended. Event organizers encouraged attendees to participate in activities at each booth. As a result a lot of children stopped by the booth and played the beanbag game.  Estimated Overall Event Attendance: 1,500  Number of Brochures Distributed: 23  Number of Giveaways Distributed: 443</p>
<p>Name: Muslim Green Fair</p>	<p>Type of Event: Community fair</p>	<p>General Feed Back: This is a good event for</p>

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<p>Date: November 6, 2010  Location: 3003 Scott Blvd., Santa Clara  Region: Countywide</p>	<p>Audience: Families with children  Messages: Stormwater pollution prevention, less-toxic pest control and, proper disposal of HHW</p>	<p>reaching members of the Muslim community. The beanbag game was a big hit at this event and the other booths tied in nicely with the Program's messages. Few people wanted to take brochures, but many had questions and read through the material.  Estimated Overall Event Attendance: 1,000  Number of Brochures Distributed: 14  Number of Giveaways Distributed: 221</p>
<p>Name: Earth Day at San Jose State  Date: April 21, 2011  Location: San Jose State University, San Jose  Region: Citywide</p>	<p>Type of Event: College event  Audience: Young adults, students  Messages: Stormwater pollution prevention, less-toxic pest control and, proper disposal of HHW</p>	<p>General Feed Back: Well organized and a good place to reach college-aged students and many school groups.  Estimated Overall Event Attendance: 3,000  Number of Brochures Distributed: 61  Number of Giveaways Distributed: 217</p>
<p>Name: NVIDIA Corp. Earth Day Event  Date: April 21, 2011  Location: 2701 San Tomas Expwy, Santa Clara  Region: Countywide</p>	<p>Type of Event: Corporate event  Audience: Information Technology Professionals  Message: Stormwater pollution prevention, less-toxic pest control</p>	<p>General Feed Back: This event is very well organized and a lot of employees stopped at the booth to ask questions. Not many were interested in taking brochures but noted down the website for future reference.  Estimated Overall Event Attendance: 500-1,000  Number of Brochures Distributed: 19  Number of Giveaways Distributed: 299</p>
<p>Name: Mission College Earth Day Event  Date: April 21, 2011  Location: Mission College Campus, Santa Clara  Region: Citywide</p>	<p>Type of Event: College event  Audience: Young adults, students  Messages: Stormwater pollution prevention, less-toxic pest control and, proper disposal of HHW</p>	<p>General Feed Back: The event was well organized and a good place to reach young adults.  Estimated Overall Event Attendance: 500-1,000  Number of Brochures Distributed: 83  Number of Giveaways Distributed: 492</p>
<p>Name: Spring in Guadalupe Gardens  Date: April 23, 2011  Location: Guadalupe River Park and Gardens, San Jose  Region: Countywide</p>	<p>Type of Event: Community fair, plant sale.  Audience: Families with children, homeowners and gardeners  Messages: Stormwater pollution prevention, less-toxic pest control and, proper disposal of HHW.</p>	<p>General Feed Back: Good attendance considering the event was held on the Easter weekend. This is a good event for reaching home gardeners.  Estimated Overall Event Attendance: 4,500  Number of Brochures Distributed: 108</p>

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		Number of Giveaways Distributed: 1,130
<p>Name: Watershed Watch Car Wash Date: June 8, 2011</p> <p>Location: Capitol Premier Car Wash, 735 Capitol Expressway Auto Mall, San Jose</p> <p>Region: Countywide</p>	<p>Type of Event: Car Wash</p> <p>Audience: Car wash customers</p> <p>Messages: Stormwater pollution prevention, proper car washing.</p>	<p>General Feed Back: 65 people received the 50% off discount during the event. The event had been rescheduled after being rained out a week prior. Staff also reached out to people coming in for gas only, to expand our impact for the event.</p> <p>Estimated Overall Event Attendance: 75-100</p> <p>Number of Brochures Distributed: 40</p> <p>Number of Watershed Watch Discount Cards Distributed: 75</p>
<p>Name: Watershed Watch Car Wash Date: June 15, 2011</p> <p>Location: Delta Queen Classic Car Wash, 981 E Hamilton Avenue, Campbell</p> <p>Region: Countywide</p>	<p>Type of Event: Car Wash</p> <p>Audience: Car wash customers</p> <p>Messages: Stormwater pollution prevention, proper car washing.</p>	<p>General Feed Back: Due to unexpected rain the previous week, the event was not as well attended as past years. Many customers were there because they had heard the event promotion ad on the radio.</p> <p>Estimated Overall Event Attendance: 60-70</p> <p>Number of Brochures Distributed: 20</p> <p>Number of Watershed Watch Discount Cards Distributed: 49</p>
<p>Name: Festival in the Park</p> <p>Date: June 25, 2011</p> <p>Location: Hellyer County Park, San Jose</p> <p>Region: Countywide</p>	<p>Type of Event: Community Health Fair</p> <p>Audience: Families with children.</p> <p>Message: Stormwater pollution prevention, less-toxic pest control and, proper disposal of HHW.</p>	<p>General Feed Back: Good attendance in the morning. Due to the hot weather the attendance was low in the afternoon. This event is good for reaching Spanish and Vietnamese-speaking segments of the population. The City of San Jose provided bilingual staff (Spanish and Vietnamese) for this event.</p> <p>Estimated Overall Event Attendance: 7,000</p> <p>Number of Brochures Distributed: 160</p> <p>Number of Giveaways Distributed: 642</p>

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**C.7.f. Watershed Stewardship Collaborative Efforts**

Summarize watershed stewardship collaborative efforts and/or refer to a regional report that provides details. Describe the level of effort and support given (e.g., funding only, active participation etc.). State efforts undertaken and the results of these efforts. If this activity is done regionally refer to a regional report.

Evaluate effectiveness by describing the following:

- Efforts undertaken
- Major accomplishments

Summary: During FY 10-11, the Program actively supported the Santa Clara Basin Watershed Initiative, including the Steering Committee, the Land Use Subgroup, the Santa Clara Valley Zero Litter Initiative, and the Product Action Subgroup. Information on these efforts is included within the C.7 Public Information and Outreach section of the Program's FY 10-11 Annual Report. The Program also participated in the Bay Area Macroinvertebrate Bioassessment Information Network. Information on this is included in the C.8 Water Quality Monitoring section of the Program's FY 10-11 Annual Report.

**C.7.g. Citizen Involvement Events**

List the types of events conducted (e.g., creek clean up, storm drain inlet marking, native gardening etc.). Use the following table for reporting and evaluating citizen involvement events.

The County of Santa Clara also funded California Coastal Cleanup days and National River Clean Up days, which are included below. In addition, the Program provided funding for the following citizen involvement events:

- 1) National River Clean up Day – The Program supports the involvement of Santa Clara County citizens by providing advertising support for the National River Clean-up Day.
- 2) Citizen involvement events at the Don Edwards San Francisco Bay Wildlife Refuge (Refuge) – A number of citizen involvement and stewardship programs are conducted as part of the Program funded Watershed Watchers Program at the Refuge. Participants usually work in the Refuge gardens planting native plants, pulling non-native plants, and mulching. More details are included in the Watershed Watchers Report in the Program Annual Report Appendix 7-5.

Event Details	Description	Evaluation of effectiveness
Provide event name, date, and location. Indicate if event is local, countywide or regional	Describe activity (e.g., creek clean-up, storm drain marking etc.)	Provide general staff feedback on the event. Provide other evaluation details such as: <ul style="list-style-type: none"> <li>• Number of participants. Any change in participation from previous years.</li> <li>• Distance of creek or water body cleaned</li> <li>• Quantity of trash/recyclables collected (weight or volume).</li> </ul>

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		<ul style="list-style-type: none"> <li>• Number of inlets marked.</li> <li>• Data trends</li> </ul>
Name: California Coastal Cleanup Day Date: 9/25/10 Location: Stevens Creek Reservoir Focus: Countywide	Creek clean-up	60 volunteers, 675 lbs. trash, 400 lbs. recyclables collected
Name: California Coastal Cleanup Day Date: 9/25/10 Location: Almaden Quicksilver/Los Alamos Creek Focus: Countywide	Creek clean-up	350 volunteers, 1200 lbs trash, 4000 lbs recyclables collected. Large church group; recyclables included car body/chassis (metal).
Name: California Coastal Cleanup Day Date: 9/25/10 Location: HellyerPark/Coyote Creek Focus: Countywide	Creek clean-up (2 AHTG Hot Spots)	104 volunteers, 1710 lbs trash, 60 lbs recyclables collected.
Name: California Coastal Cleanup Day Date: 9/25/10 Location: Los Gatos Creek, Campbell/Los Gatos Focus: Countywide	Creek clean-up	163 volunteers, 700 lbs trash, 170 lbs recyclables collected.
Name: California Coastal Cleanup Day Date: 9/25/10 Location: Lexington Reservoir, Los Gatos Focus: Countywide	Creek clean-up	9 volunteers, 200 lbs trash, 150 lbs recyclables collected.
Name: National River Cleanup Day Date: 5/21/11 Location: Stevens Creek Reservoir Focus: Countywide	Creek clean-up	45 volunteers, 500 lbs trash, 25 lbs recyclables collected.
Name: National River Cleanup Day Date: 5/21/11	Creek clean-up	122 volunteers, 600 lbs trash, 75 lbs recyclables collected.

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Location: Hellyer Park/Coyote Creek Focus: Countywide		
Name: National River Cleanup Day Date: 5/21/11 Location: Los Gatos Creek, Campbell/Los Gatos Focus: Countywide	Creek clean-up	74 volunteers, 350 lbs trash, 200 lbs recyclables collected.
Name: National River Cleanup Day Date: 5/21/11 Location: Lexington Reservoir, Los Gatos Focus: Countywide	Creek clean-up	25 volunteers, 2000 lbs trash (incl. Engine block), 50 lbs recyclables collected.
Name: National River Cleanup Day Date: 5/21/11 Location: Vasona Reservoir/Los Gatos Creek, Los Gatos Focus: Countywide	Creek clean-up	48 volunteers, 100 lbs trash, 60 lbs recyclables collected.
Name: Summer of Service Program Date: 7/1/10, 7/15/10, 7/29/10, 8/12/10, 6/30/11 Location: Don Edwards Wildlife Refuge, Alviso Focus: Countywide	Partnership program between Santa Clara Valley youth groups and the Watershed Watchers program. Youth spend a day at the Refuge and they work in the gardens in the morning and explore the Refuge in the afternoon.	Number of attendees on 7/1/10: 8 middle school students, 4 high school students, and 2 adults. Number of attendees on 7/15/10: 9 middle school students, 3 high school students, and 2 adults. Number of attendees on 7/29/10: 10 middle school students, 4 high school students, and 2 adults. Number of attendees on 8/12/10: 10 middle school students, 3 high school students, and 2 adults. Number of attendees on 6/30/11: 11 middle school students, 1 high school student, and 2 adults.
Name: Community Service Days Date: 10/16/10, 1/15/11, 3/19/11, 4/16/11 Location: Don Edwards Wildlife Refuge, Alviso Focus: Countywide	This is an open day for the general public. Participants work in the gardens planning native plants, pulling non-native plants, and mulching.	Number of attendees on 10/16/10: 2 elementary school student, 3 high school student, and 3 adults. Number of attendees on 1/15/11: 3 high school student and 2 adults.

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		Number of attendees on 3/19/11: 4 high school students and 1 adult. Number of attendees on 4/16/11: 9 middle school students, 4 high school students and 1 adult.
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**C.7.h. ☐ School-Age Children Outreach**

Outreach to school-age children is implemented through ZunZun assemblies at local elementary schools and the "Watershed Watchers" program at the Environmental Education Center at the Don Edwards San Francisco Bay Wildlife Refuge (Refuge) in Alviso. The Program sponsors up to 50 ZunZun assemblies at elementary schools in Santa Clara Valley and funds an Interpretive Specialist position at the Refuge for conducting activities and programs about watershed and urban runoff pollution prevention. The Fourth Quarter "Watershed Watchers" Report including the End-of-Year summary is included in the Program Annual Report Appendix 7-5. The ZunZun Final Report is included in the Program Annual Report Appendix 7-7.

Program Details	Focus & Short Description	Number of Students/Teachers reached	Evaluation of Effectiveness
Provide the following information: Name Grade or level (elementary/ middle/ high)	Brief description, messages, methods of outreach used	Provide number or participants	Provide agency staff feedback. Report any other evaluation methods used (quiz, teacher feedback etc.). Attach evaluation summary if applicable.
Name : ZunZun Musical Assembly Grade or level: elementary	Interactive, musical school assemblies educating K-6 children about watersheds and pollution prevention.	13,003 students	ZunZun assemblies were evaluated using postage-paid evaluation cards that were distributed to all teachers present at the performances. The Program received 168 completed evaluation cards from teachers. Overall, the feedback is positive and indicates an increase in the students' knowledge about watersheds and pollution prevention. A few highlights of the evaluations are: <ul style="list-style-type: none"> <li>• Thirty-two teachers indicated that after the performance, 50% of their students knew what a watershed is; 60 teachers indicated that 75% of their students knew what a watershed is and 34 teachers indicated that 100% of their students</li> </ul>

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			<p>knew what a watershed is.</p> <ul style="list-style-type: none"> <li>Ten teachers indicated that after the performance, 50% of their students could name a way to prevent pollution in the watershed; 53 teachers indicated that 75% of their students could name a way to prevent pollution in the watershed; and 89 teachers indicated that 100% of their students could name a way to prevent pollution in the watershed.</li> </ul> <p>The Final Teacher Evaluation Report is included in the Program Annual Report Appendix 7-7.</p>
<p>Name: Watershed Watchers Program at Don Edwards Wildlife Refuge in Alviso</p> <p>Grade or level: pre-school, elementary, middle, high school</p>	<p>The Refuge offers a number of interpretive programs to educate children and youth about preventing urban runoff pollution. These include: Bike the Levees; Discover Native Species; Habitat Exploration; Living Wetlands; Marshes, Mud and Plankton; Quackers and Honkers; and Water Water Everywhere.</p>	<p>64 pre-kindergarteners, 1,083 elementary school students, 69 middle school students, and 119 high school students</p>	<p>Visitor Surveys are used to determine visitor demographics, effectiveness of publicity, and the effectiveness of the Watershed Watchers Program.</p> <p>In addition, an "Urban Runoff Bead Drop" display is used to record actions (e.g., pick up litter, spread the word, take car to car wash) that children promise to do to help keep storm drains clean.</p> <p>Results of both these evaluation mechanisms are summarized in the Watershed Watchers Fourth Quarter Report included in the Program Annual Report Appendix 7-5.</p>

**Section 8 - Provision C.8 Water Quality Monitoring**

**C.8 ☐ Water Quality Monitoring**

State below if information is reported in a separate regional report. Municipalities can also describe below any Water Quality Monitoring activities in which they participate directly, e.g. participation in RMP workgroups, fieldwork within their jurisdictions, etc.

Summary: The County of Santa Clara contributed through the countywide Program to the BASMAA Regional Monitoring Coalition (RMC). In addition, The County contributed financially to the Regional Monitoring Program for Water Quality in the San Francisco Estuary (RMP) and was represented at RMP committees and work groups. For additional information on monitoring activities conducted by the Program, BASMAA RMC and the RMP, see Section C.8 Water Quality Monitoring of the Program's FY 10-11 Annual Report."

## Section 9 – Provision C.9 Pesticides Toxicity Controls

**C.9.a ☐ Adopt an Integrated Pest Management (IPM) Policy or Ordinance**

Attach a copy of your individual IPM ordinance or policy. (Water Board staff requested resubmittal for FY 10-11.)

X

**Attached****Not attached**, explain below

If **Not attached**, explain:

Describe mechanism for adopting/formalizing your agency's IPM ordinance or policy (e.g., department head approval, integration into SOPs, staff training:

The IPM Program is a countywide program providing IPM guidance and coordination to all county owned or managed facilities and grounds. It is an inclusive process, administered through the County IPM Manager, Office of the County Executive and IPM-Technical Advisory Group providing coordination to several user departments in various pest management & pesticide related projects. From operational and logistical perspective, all sixty four (64) county departments/programs/agencies are divided into six (6) user groups that is Facilities and Fleet (FAF), Health and Hospital (HHS), Roads and Airports (R&A), Parks and Recreation (P&R), Social Services Agency (SSA) and Libraries (LIB). Each user group is represented by a designated Department IPM Coordinator who provides coordination in consultation with the County IPM Manager on various sustainable structural and non-production agriculture IPM related projects, developing alternatives to chemical intensive structural and non-agriculture pest management based on the need of their user group. A copy of the County Ordinance can be found in Appendix. 9-1.

**C.9.b ☐ Implement IPM Policy or Ordinance**

Report implementation of IPM BMPs by showing trends in quantities and types of pesticides used, and suggest reasons for increases in use of pesticides that threaten water quality, specifically organophosphates, pyrethroids, carbaryl, and fipronil. A separate report can be attached as evidence of your implementation.

The County did not use any organophosphates, pyrethroids, carbaryl and fipronil. Annual IPM report for 2010 is due in September 2011.

**Trends in Quantities and Types of Pesticides Used<sup>47</sup>**

Pesticide Category and Specific Pesticide Used	Amount <sup>48</sup>				
	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14
<b>Organophosphates</b>	0	0			
<b>Product or Pesticide Type A</b>	0	0			
<b>Product or Pesticide Type B</b>	0	0			

<sup>47</sup> Includes all municipal structural and landscape pesticide usage by employees and contractors.

<sup>48</sup> Weight or volume of the product or preferably its active ingredient, using same units for the product each year.

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<b>Pyrethroids</b>	0	0			
<b>Product or Pesticide Type X</b>	0	0			
<b>Product or Pesticide Type Y</b>	0	0			
<b>Carbaryl</b>	0	0			
<b>Fipronil</b>	0	0			

**C.9.c ☐ Train Municipal Employees**

Enter the number of employees that applied or used pesticides (including herbicides) within the scope of their duties this reporting year.	35
Enter the number of these employees who received training on your IPM policy and IPM standard operating procedures within the last 3 years.	135
Enter the percentage of municipal employees who apply pesticides who have received training in the IPM policy and IPM standard operating procedures within the last three years.	100%

**C.9.d ☐ Require Contractors to Implement IPM**

Did your municipality contract with any pesticide service provider in the reporting year?		<input checked="" type="checkbox"/>	<b>Yes</b>	<input type="checkbox"/>	<b>No</b>
If yes, attach one of the following:					
<input checked="" type="checkbox"/>	Contract specifications that require adherence to your IPM policy and standard operating procedures, OR				
<input type="checkbox"/>	Copy(ies) of the contractors' IPM certification(s) or equivalent, OR				
<input type="checkbox"/>	Equivalent documentation.				
<p>If <b>Not attached</b>, explain:</p> <p>The County of Santa Clara currently has three IPM contracts as follows:</p> <ol style="list-style-type: none"> <li>1. Structural IPM – Contract term 2008-2011 with extension up to 2, one year terms</li> <li>2. Urban Turf and Landscape Maintenance and Related IPM – Contract coming for renewal effective August 2011; all facilities under this project will now receive services from In-House Gardeners, based on Bay-Friendly Landscaping Principles and Practices (copy attached); All gardeners have undergone extensive BFL maintenance qualification training including IPM.</li> <li>3. Wildlife IPM – Under this contract, only non-chemical methods are used for managing wildlife</li> </ol> <p>All contracted services are rendered using IPM Principles and Practices. An example of a contract is located in Appendix 9-2.</p>					

**C.9.e ☐ Track and Participate in Relevant Regulatory Processes**

Summarize participation efforts, information submitted, and how regulatory actions were affected <b>OR</b> reference a regional report that summarizes regional participation efforts, information submitted, and how regulatory actions were affected.
Summary: During FY 10-11, the County participated in regulatory processes related to pesticides through contributions to the countywide Program, BASMAA and CASQA. For additional information, see the Regional Pollutants of Concern Report submitted by BASMAA on behalf of all MRP

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Permittees."

**C.9.f ☐ Interface with County Agricultural Commissioners**

Did your municipal staff observe any improper pesticide usage or evidence of improper usage (e.g., pesticides in storm drain systems, along street curbs, or in receiving waters) during this fiscal year?

☐

Yes

☒

No

No improper pesticide usage reported to the County Agricultural Commissioner.

**C.9.h.ii ☐ Public Outreach: Point of Purchase**

Provide a summary of public outreach at point of purchase, and any measurable awareness and behavior changes resulting from outreach (here or in a separate report); **OR** reference a report of a regional effort for public outreach in which your agency participates.

Summary: Please see Section C.9 Pesticides Toxicity Control of the Program's FY 10-11 Annual Report for information on point of purchase public outreach conducted countywide and regionally.

**C.9.h.vi ☐ Public Outreach: Pest Control Operators**

Provide a summary of public outreach to pest control operators and landscapers and reduced pesticide use (here or in a separate report); **OR** reference a report of a regional effort for outreach to pest control operators and landscapers in which your agency participates.

Summary: Please see Section C.9 Pesticides Toxicity Control of the Program's FY 10-11 Annual Report for a summary of our participation in and contributions towards countywide and regional public outreach to pest control operators and landscapers to reduce pesticide use."

The County of Santa Clara participated in the following regional efforts for public outreach in 2010:

1. Bay-Friendly Landscaping Conference organized by BFL Coalition of which the County is member and IPM Manager is on Board of Directors.
2. Bay-Friendly Gardening Training for Santa Clara County residents – organized by BFL Coalition of which the County is member and IPM Manager is on Board of Directors.
3. IPM and Pesticide Applicator Safety Education – annual in-house training project.
4. Green Gardener Training – organized through Santa Clara Valley Urban Pollution Prevention Program of which the County is a Co-Permittee.
5. 19<sup>th</sup> Annual UCR Urban Pest Management Conference presentation by the County IPM Manager.
6. Integrated Pest Management – A Solution for reducing pesticides and water quality issues – a training curriculum development organized by UC Statewide IPM program and CA DPR, of which the County IPM Manager is member.
7. 7<sup>th</sup> International IPM Symposium (2012) – program development organized by Intl. IPM Symposium Steering Committee, of which the County IPM Manager is program committee member.
8. Entomological Society of America (ESA) Annual Conference (2011) –program symposium on Structural IPM (Essentials of Delivering Communitywide Multi-Disciplinary IPM Program) organized by the County IPM Manager.

**Section 10 - Provision C.10 Trash Load Reduction**

**C.10.a.i ☐ Short-Term Trash Loading Reduction Plan**

*(For FY 10-11 Annual Report only)* Provide description of actions/tasks initiated/conducted/completed in developing a Short-Term Trash Loading Reduction Plan (due February 1, 2012).

Description: Please see Section C.10 Trash Load Reduction of the Program's FY 10-11 Annual Report for information on countywide and regional activities conducted on behalf of co-permittees.

**C.10.a.ii ☐ Baseline Trash Load and Trash Load Reduction Tracking Method**

*(For FY 10-11 Annual Report only)* Provide description of actions/tasks initiated/conducted/completed to gather trash loading data and in developing a Baseline Trash Load and Trash Load Reduction Tracking Method (due February 1, 2012).

Description: Please see Section C.10 Trash Load Reduction of the Program's FY 10-11 Annual Report for information on countywide and regional activities conducted on behalf of co-permittees.

**C.10.a.iii ☐ Minimum Full Trash Capture**

*(For FY 10-11 Annual Report and Each Annual Report Thereafter)* Provide description of actions/tasks initiated/conducted/completed in implementing Minimum Full Trash Capture Devices (due July 1, 2014) within individual jurisdictions. Include information on Full Trash Capture Devices installed under Bay-area Wide Trash Capture Demonstration Project administered by San Francisco Estuary Partnership.

Description: Please see Section C.10 Trash Load Reduction of the Program's FY 10-11 Annual Report for information on countywide and regional activities conducted on behalf of co-permittees.

**C.10.b.iii ☐ Trash Hot Spot Assessment**

*(For FY 10-11 Annual Report and Each Annual Report Thereafter)* Provide volume of material removed from each Trash Hot Spot cleanup, and the dominant types of trash (e.g., glass, plastics, paper) removed and their sources to the extent possible.

Fill out the following table or attach a summary of the following information. The Department of Parks and Recreation conducted cleanups and assessments in FY09/10 and FY10/11. Trash Hot spot SCC01 is no longer assessed or cleaned due to access issues. The new trash hot spot- Los Gatos Creek- percolation pond #1 has been assigned ID# SCC04 and replaces SCC01. Please refer to the new trash hot spot as SCC04 rather than SCC01. ID # SCC01 has been archived and no longer will be used.

Trash Hot Spot	Cleanup Date	Volume of Material Removed	Dominant Type of Trash	Trash Sources (where possible)
FY 2009/ 2010				

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**C.10 – Trash Load Reduction**

SCC01	5/15/10	8.691	Other plastic products, Paper and cardboard, Aluminum cans, Scrap metal, Wood debris	Illegal dumping, litter, trash accumulation
SCC02	5/15/10	3.333	Convenience/Fast Food items, Bottles (plastic or glass), Plastic bags, Paper and cardboard, Other plastic products, Tires	Trash accumulation, litter
SCC03	5/15/10	1.938	Convenience/Fast Food items, Plastic bags, Bottles (plastic or glass), Paper and cardboard, Other plastic products	Trash accumulation, litter
FY 2010/2011				
SCC02	5/21/11	1.222	Convenience/Fast Food items, Paper and cardboard, Bottles (plastic or glass), Plastic bags, Appliances, Bicycles	Trash accumulation, litter illegal dumping
SCC03	5/21/11	1.420	Convenience/Fast Food items, Paper and cardboard, Bottles (plastic or glass), Plastic bags	Trash accumulation, Litter
SCC04	5/21/11	1.687	Convenience/Fast Food items, Other plastic products, Bottles (plastic or glass), Paper and cardboard	Litter, trash accumulation
Total		18.291		

**C.10.d Summary of Trash Load Reduction Actions**

Provide summary of new trash load reduction actions or increased levels of implementation of existing actions that were implemented after adoption of the MRP (control measures and best management practices) including the types of actions and levels of implementation, and the total trash loads and dominant types of trash removed from each type of action.

Suggested trash load reduction actions to track and report may include:

- Anti-litter Campaigns
- Anti-litter/Dumping Enforcement Activities
- Curbside Recycling Programs
- Education and Outreach Efforts
- Free Trash Pickup/Drop-off Days
- County HHW Program Activities
- Improved Trash Bin Management
- Inspection/Maintenance of Storm Drain Outfalls
- Litter Pickup and Control
- Removal of Homeless Encampments
- Solid Waste Recycling Efforts
- Source Controls/Bans/Prohibitions
- Storm Drain Operation and Maintenance
- Storm Drain Signage/Marking
- Street Sweeping Activities
- Trash Removal from Receptacles
- Volunteer Creek Cleanups

Type of Trash Load Reduction Action	Date of First Implementation	Level of Implementation (specify if level was increased after MRP adoption)	Total Trash Load Removed by Action	Dominant Types of Trash Removed by Action
Volunteer Creek Cleanups – California Coastal Cleanup Day & National River Cleanup Day	PARKS has been collection data since 2006	More sites participating in recent years	"Trash loads removed" were not tracked for all trash load reduction actions this fiscal year. Once the Trash Load Reduction Tracking Method is developed (see Provision C.10.a.ii), trash loads removed will be documented for each load reduction action. See the Program's FY10-11 Annual	Accumulation, litter, illegal dumping, homeless encampments
Street Sweeping Activities	N/A	Conditions are monitored and frequency is changed as needed.		Generally these are silt, fines, gravel, and paper/plastic products.
Storm Drain Operation and Maintenance	N/A	Conditions are monitored and frequency is changed as needed		Litter and dumping
Residential Garbage Collection Services	N/A	Weekly Garbage collection services		Household and business garbage.
Residential Recycling Collection Services	N/A	Weekly/biweekly recycling collection		Recycling materials (plastics, paper and glass)

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Residential Recycling Collection Services	N/A	services	Report for schedule.	Recycling materials (plastics, paper and glass)
Residential used oil& used oil filter and household battery collection	N/A	Weekly neighborhood collection		Used oil & used oil filters and household batteries.
Plastic Bag Ban	Will become effective on January 1, 2012	Prohibit the distribution of plastic single-use carryout bags and mandate a \$0.15/bag fee for ("green") paper bags at the ~50 stores that use such bags in unincorporated areas.		single-use carryout bag
Solid Waste program	1950's	Investigates complaints regarding solid waste		Trash, garbage, junk, dumping, yard waste and manure management
Household Hazardous Waste Collection events	1992	62 events: 41 at 2 permanent facilities and 21 at temporary site.		Paints, pesticides, and Mercury containing product

## Section 11 - Provision C.11 Mercury Controls

**C.11.a.i ☐ Mercury Recycling Efforts**

List below or attach lists of efforts to promote, facilitate, and/or participate in collection and recycling of mercury containing devices and equipment at the consumer level (e.g., thermometers, thermostats, switches, bulbs).

Please see the FY 10-11 Program Annual Report for a list of mercury collection and recycling efforts conducted countywide and regionally. In addition, the Department of Environmental Health- Household Hazardous Waste (HHW) program collects mercury-containing products. HHW collected 102,966 pounds of fluorescent lamps, 152,254 pounds of household batteries and 510 pounds of elemental Mercury (includes thermostats, thermometers and other products). There were 34 retailers that served as fluorescent lamp drop-offs and 59 locations served as battery drop offs. In addition there were 5 thermometer collection events where 290 thermometers were collected. HHW staff also participated in 16 community outreach events.

**C.11.a.ii ☐ Mercury Collection**

Provide an estimate of the mass of mercury collected through these efforts, or provide a reference to a report containing this estimate.

Amount collected: Not all mercury and PCB load reduction actions were tracked using "loads removed" methods this fiscal year. In the Program's FY 09-10 Annual Report and/or the BASMAA Regional POC Report, an initial Mercury and PCB Load Reduction Tracking Method was presented (see Provision C.11.g). Based on Water Board staff comments, a revised method will be presented in the Program's FY 10-11 Annual Report and/or the BASMAA Regional POC Report. Based on this methodology, loads removed via the collection/recycling of mercury-containing products will be documented beginning in FY 11-12.

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- C.11.b** ☐ Monitor Methylmercury  
**C.11.c** ☐ Pilot Projects to Investigate and Abate Mercury Sources in Drainages  
**C.11.d** ☐ Pilot Projects to Evaluate and Enhance Municipal Sediment Removal and Management Practices  
**C.11.e** ☐ Conduct Pilot Projects to Evaluate On-Site Stormwater Treatment via Retrofit  
**C.11.f** ☐ Diversion of Dry Weather and First Flush Flows to POTWs  
**C.11.g** ☐ Monitor Stormwater Mercury Pollutant Loads and Loads Reduced  
**C.11.h** ☐ Fate and Transport Study of Mercury In Urban Runoff  
**C.11.i** ☐ Development of a Risk Reduction Program Implemented Throughout the Region  
**C.11.j** ☐ Develop Allocation Sharing Scheme with Caltrans

State below if information is reported in a separate regional report. Municipalities that participate directly in regional activities to can provide descriptions below.

Summary: Please Section C.11 Mercury Controls of the Program's FY 10-11 Annual Report and/or the BASMAA Regional POC Report for a summary of the countywide Program and regional accomplishments.

The Regional Water Board approved the *Guadalupe River Coordinated Monitoring Plan (Monitoring Plan)* dated November 15, 2010, Clarification of Understanding of the Monitoring Plan, and Water Code Section 13267 Technical Report Requirement to Conduct and Report on Monitoring for Mercury in Waters Downstream of New Almaden Mercury Mining District, Guadalupe Mercury Mine, and/or Bernal Mercury Mine in a letter received February 1, 2011.

The participants in the Monitoring Plan have contracted with a consultant to begin the five-year capture, sampling and testing of fish and fish tissue to assess (1) inter-annual variation in fish mercury, and (2) trends in fish tissue mercury. Sampling began on June 22, 2011.

The Santa Clara County Parks Department is also conducting a study on an isolated watershed (Senador Mine Area) by gathering soil samples from the watershed to determine location and extent of mercury contamination. A report on results of tests is pending.

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## Section 12 - Provision C.12 PCBs Controls

**C.12.a.i,iii ☐ Municipal Inspectors Training**

*(For FY 09-10 Annual Report only)* List below or attach description of results of training municipal industrial inspectors to identify, in the course of their existing inspections, PCBs or PCB-containing equipment.

Description: In FY 09-10, inspector training materials were developed by BASMAA and provided in the FY 09-10 BASMAA Regional POC Report. At the SCVURPPP IND/IDDE training on May 5, 2011 there was a section of the training that focuses on POCs.

**C.12.a.ii,iii ☐ Ongoing Training**

*(For FY 10-11 Annual Report and Each Annual Report Thereafter)* List below or attach description of ongoing training development and inspections for PCB identification, including documentation and referral to appropriate regulatory agencies (e.g. county health departments, Department of Toxic Substances Control, California Department of Public Health, and the Water Board) as necessary.

Description: Please see the FY 10-11 Program Annual Report for a description of training provided countywide and/or regionally.

**C.12.b ☐ Conduct Pilot Projects to Evaluate Managing PCB-Containing Materials and Wastes during Building Demolition and Renovation Activities****C.12.c ☐ Pilot Projects to Investigate and Abate On-land Locations with Elevated PCB Concentrations****C.12.d ☐ Conduct Pilot Projects to Evaluate and Enhance Municipal Sediment Removal and Management Practices****C.12.e ☐ Conduct Pilot Projects to Evaluate On-Site Stormwater Treatment via Retrofit****C.12.f ☐ Diversion of Dry Weather and First Flush Flows to POTWs****C.12.g ☐ Monitor Stormwater PCB Pollutant Loads and Loads Reduced****C.12.h ☐ Fate and Transport Study of PCBs In Urban Runoff****C.12.i ☐ Development of a Risk Reduction Program Implemented Throughout the Region**

State below if information is reported in a separate regional report. Municipalities that participate directly in regional activities to can provide descriptions below.

Summary- A summary of countywide Program and regional accomplishments for these sub-provisions are included within the C.12 PCB Controls section of Program's FY 10-11 Annual Report and/or the BASMAA Regional POC Report."

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## Section 13 - Provision C.13 Copper Controls

**C.13.a.i and iii** ☐ **Legal Authority: Architectural Copper**

(For FY 10-11 Annual Report only) Do you have adequate legal authority to prohibit discharge of wastewater to storm drains generated from the installation, cleaning, treating, and washing of the surface of copper architectural features, including copper roofs to storm drains?

X

Yes

No

If **No**, explain and provide schedule for obtaining authority within 1 year:

**C.13.b.i and iii** ☐ **Legal Authority: Pools, Spas, and Fountains**

(For FY10-11 Annual Report only) Do you have adequate legal authority to prohibit discharges to storm drains from pools, spas, and fountains that contain copper-based chemicals?

X

Yes

No

If **No**, explain and provide schedule for obtaining authority within 1 year:

**C.13.c** ☐ **Vehicle Brake Pads**

Reported in a separate regional report. A summary of the countywide Program's participation with the Brake Pad Partnership (BPP) is included within the C.13 Copper Controls section of Program's FY 10-11 Annual Report and/or the BASMAA Regional POC Report.

**C.13.d.iii** ☐ **Industrial Sources Copper Reduction Results**

Based upon inspection activities conducted under Provision C.4, highlight copper reduction results achieved among the facilities identified as potential users or sources of copper, facilities inspected, and BMPs addressed.

There were no inspections performed this year that were at a facility that was identified as potential user or source of copper.

**C.13.e** ☐ **Studies to Reduce Copper Pollutant Impact Uncertainties**

Report on progress of studies being conducted countywide or regionally to reduce copper pollutant impact uncertainties. State below if information is reported in a separate regional report.

Summary- A summary of the countywide Program and/or regional efforts to develop regional studies to reduce copper pollutant impact uncertainties is included within the C.13 Copper Controls section of Program's FY 10-11 Annual Report and/or BASMAA Regional POC Report.

Section 14 - Provision C.14 PBDE, Legacy Pesticides and Selenium Controls

**C.14.a ☐ Control Programs for PBDEs, Legacy Pesticides and Selenium Controls**

Report on progress of studies being conducted countywide or regionally to characterize the distribution and pathways of PBDEs, legacy pesticides, and selenium. State below if information is reported in a separate regional report.

Summary: A summary of the countywide Program and regional efforts related to the Control Program for PBDEs, Legacy Pesticides and Selenium is included within the C.14 PBDE, Legacy Pesticides and Selenium section of Program's FY 10-11 Annual Report and/or BASMAA Regional POC Report.

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## Section 15 - Provision C.15 Exempted and Conditionally Exempted Discharges

**C.15.b.iii.(1), C.15.b.iii.(2) ☐ Planned and Unplanned Discharges of Potable Water**

Is your agency a water purveyor?

☒ **X** **Yes**
☐ **No**
If **No**, skip to C.15.b.vi.(2):If **Yes**, Complete the attached reporting tables or attach your own table with the same information. Provide any clarifying comments below.

Comments: PARKs is a water purveyor. However, their system is located where there are no storm drains inlets. Any discharge must flow over large areas of vegetation before reaching a water bodies. Parks sent 4 staff members to the Water Utility Workshop on April 14, 2010. Parks staff is trained and will take necessary actions and track data as required under C.15 in the event that a planned or unplanned discharges flows into a storm drain/receiving water body. This year there were no discharges that entered the storm drain or receiving water body.

**C.15.b.vi.(2) ☐ Irrigation Water, Landscape Irrigation, and Lawn or Garden Watering**

Provide implementation summaries of the required BMPs to promote measures that minimize runoff and pollutant loading from excess irrigation. Generally the categories are:

- Promote conservation programs
- Promote outreach for less toxic pest control and landscape management
- Promote use of drought tolerant and native vegetation
- Promote outreach messages to encourage appropriate watering/irrigation practices
- Implement Illicit Discharge Enforcement Response Plan for ongoing, large volume landscape irrigation runoff.

Summary: DPD developed a Landscape Ordinance, which went into effect on February 10, 2011. The Landscape Ordinance closely follows the regional model ordinance and requires a number of specific water conservation measures, including: water efficient landscape design emphasizing low water use plants, water budgeting, efficient irrigation systems, soil improvements and mulch and maintenance of landscaping materials and irrigation systems.

PARKs is currently using a split schedule for water turf areas that promotes water conservation. PARKs is watering twice at a half hour on a repeat schedule rather than for an hour at a time. The time between the first watering and the second watering is at least 2 hours. This allows water to be absorbed at a slower rate instead of too much water being applied at one time and having run-off. PARKs is also installing irrigation clocks that can reduce the amount of water they are using based on weather reports (ET clocks). PARKs is also using mulch wherever possible and base their planning on policies adopted by Bay Friendly Landscape Coalition.

In addition, the County contributes to Program outreach efforts. For more information on efforts please see section C.3 New Development and Redevelopment, C.7. Public Information and Outreach and C.9. Pesticide Toxicity Control of the Program's FY 10-11 Annual Report.

C.15.b.iii.(1) <input type="checkbox"/> Planned Discharges of the Potable Water System								
Site/ Location	Discharge Type	Receiving Waterbody(ies)	Date of Discharge	Duration of Discharge (military time)	Estimated Volume (gallons)	Estimated Flow Rate (gallons/day)	Chlorine Residual (mg/L)	pH (standard units)

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<sup>49</sup> Monitor the receiving water for turbidity if necessary and feasible. Include data in this column if available.

<sup>50</sup> This table contains all of the unplanned discharges that occurred in this FY.

<sup>51</sup> Monitoring data is only required for 10% of the unplanned discharges. If you monitored more than 10% of your unplanned discharges, report all of the data collected.

<sup>52</sup> Notification to Water Board staff is required for unplanned discharges where the chlorine residual is >0.05 mg/L and total volume is ≥ 50,000 gallons. Notification to State Office of Emergency Services is required if the discharge results in a public health or safety concern, or when the discharge might endanger or compromise public health and safety.

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Section 4- Provision C.4 Industrial and Commercial Site Controls

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Appendix 4-3: C.4.b.iii. (2) Hazmat Facilities Inspection Frequency

Appendix 4-1: C.4.b.iii. (1) Potential Facilities List

Consumer Protection Division

JACKIE'S CATERING	ST-SIGMA ALPHA EPSILON FRATERNITY
SWEET TOOTH CONFECTIONS	ST-ENCHANTED BROCCOLI FOREST
USA GAS STATION	ST-NARNIA
COYOTE RANCH INC	ST-PEARCE MITCHELL HOUSE
COYOTE STAGE COACH STOP	STANFORD WEST CORNER STORE
JOE'S GASOLINE BAIT & TACKLE	ST-PI BETA PHI
COYOTE DISCOUNT BAIT & TACKLE	ST-TERRA HOUSE
CAMP COSTANOAN	ST-KAPPA ALPHA THETA
JUNCTION THE BAR & GRILL	CUBBERLY HALL EDUCATION CAFE
MARYKNOLL RESIDENCE	ST-DOLORES HOUSE
LUPIN LODGE	ST-STERN HALL DINING HALL
PRESENTATION CENTER	ST-BRANNER HALL
NONNO'S PIZZA & PASTA	ST-RAY'S
SPRING VALLEY GOLF COURSE	ESCONDIDO SCHOOL
COYOTE CREEK GOLF COURSE	ST-MANZANITA
SCC PROB-WILLIAM JAMES RANCH	ST-WILBUR HALL
COYOTE VALLEY RV RESORT	COUPA CAFE-VENDING MACHINE
MADRONE MARKET	COUPA CAFE-GREEN LIBRARY
TAQUERIA EL PINITO & DELI	ST MOON BEANS CAFE/STANFORD U
ERNIE'S BAR & BAJA GRILL	ARRILLAGA CENTER BAR
PARKWAY LAKES RV ASSOCIATES	ST-ARRILLAGA ALUMNI CENTER CAFE
COYOTE VALLEY SPORTING CLAYS	ST-TRACK HOUSE
ST-STANDFORD CAMPUS RECREATION ASSO	ST-AMERICAN STUDIES
SJSU SPARTAN COMPLEX EAST/POOL	ST-TREAT - INDEPENDENT HOUSE - EAST
SJSU-STUDENT UNION REC & EVENTS #47	ST-YOST HOUSE
SAN JOSE COUNTRY CLUB	ST-GRILL THE-STANFORD
WENDY'S	ST-TRESIDDER EXPRESS
ISLAND STYLE CART	AFC SUSHI @ TRESSIDER HALL
SANTA TERESA GOLF CLUB	NIGHT MARKET
LA FORET	ST FRAICHE YOGURT @ TRESSIDER UNION
CFARM MKT-BH-LES CREPES D'ARLETTE	ST-STANFORD PRODUCE CART
ROUND TABLE PIZZA	ST-THE COHO
TOGO'S	JAMBA JUICE #61
CFARM MKT-CP-CAMBRIAN PARK	ST-THE TRESIDDER
SCC-TIMPANY CENTER	ST-TREEHOUSE RESTAURANT
CALERO RANCH STABLES	STANFORD FACULTY CLUB
PARKWAY LAKES BAIT SHOP	ST-HILLEL @ STANFORD - KORET PAVILL
ALBERTO'S FINE DINING/BAR	ST-BOOKSTORE
WILDLIFE FESTIVAL	ST-MUWEKMA-TAH-RUK HOUSE
HABANA CUBA	ST-STOREY HOUSE
RACE ST SEAFOOD KITCHEN	ST-COLUMBAE HOUSE
RACE ST FISH & POULTRY #253	ST-SIGMA CHI FRATERNITY ALPHA ONE
TAQUERIA EDUARDO #4	ST-OLD UNION DINER - THE AXE & PALM
BURGER KING #3546	STANFORD HAWAII CLUB LUAU
SJSU-SIMPKINS CENTER	STANFORD VIETNAMESE STUD ASSOC
PIZZA JACK'S #2	STANFORD HAWAII CLUB
JACK IN THE BOX	STANFORD POWWOW
SCC FAF-CHILDREN'S SHELTER GENERATO	THAI NIGHT 2009
SJSU-NATURAL SCIENCE (48)	COOL CAFE AT CANTOR ART CENTER
SARATOGA SPRINGS	ST-JERRY FRATERNITY
SAVANNAH CHANELLE VINEYARD	ST-KAPPA ALPHA HOUSE
MOUNTAIN WINERY, THE	ST-THETA DELTA CHI
WALDEN WEST	ST-680 LOMITA
ST-CENTER FOR ADVANCED STUDY AT STA	ST-AVANTI EATING CLUB
ST-CHI THETA CHI	ST-BEEFEATERS DINING SOCIETY
ST-HAMMARSKJOLD HOUSE	ST-BOLLARD SOCIETY EATING CLUB
ST-TOYON DINING	ST-MIDDLE EARTH EATING CLUB
ST-DELTA DELTA DELTA	ST-FLORENCE MOORE HALL
ST-ZETA ALPHA PI	ST-MARS HOUSE
ST-LUTTICKENS CAFE @ CCSR	ST-SIGMA NU HOUSE
LUTTICKEN'S BISTRO @ BECKMAN CENTER	ST-XANADU HOUSE
ST-TDS FOODS INC	ST-LA CASA ITALIANA
ST-JIMMY V'S SPORTS CENTER	ST-ROBERT S MOORE HOUSE SOUTH BOB""
JMR CONCESSIONS@MAPLES PAVILION	ST-GROVE HOUSE
ST-MAPLES PAVILION	ST-KAIROS HOUSE
ST-PHI SIGMA HOUSE	ST-PHI KAPPA PSI
ST-KAPPA SIGMA FRATERNITY	ST-FRENCH HOUSE THE

ST-HAUS MITTELEUROPA  
ST-DURAND HOUSE  
ST-SLAVIANSKII DOM  
ARBUCKLE LOUNGE  
BON APPETIT@ GRADUATE SCHOOL OF BUS  
ST-LAW SCHOOL CAFE  
2009 NATIONAL SENIOR GAMES  
STANFORD DINING SVCS  
CIAO CAFE AT Terman Engineering  
ALWAY CAFE  
SODEXO AMER LLC @ STANFORD HOSP ESP  
ST-BING DINING & DOCTOR'S LOUNGE  
ST-MARKET SQUARE  
ST-SALUTE!  
ST-UNIVERSITY HOSPITAL GIFT SHOP  
PETER COUTTS HILL HOA  
TAIWANESE CULTURAL SOCIETY  
GARDEN CAFE  
CAFE RUSSO  
MARKET AT MUNGER  
PAUL BREST HALL KITCHEN  
ST-AVERY AQUATIC CENTER  
ST-AVERY POOL SNACK BAR  
ST-SYNERGY HOUSE  
ST-LAKESIDE LAGUNITA  
ST-ROBLE POOL 04-650  
BATTLE OF THE CLASSES  
ST-CHRISTINE RICKER  
ST-ROTH HOUSE  
ST-SCHWAB RESIDENTIAL CENTER-GSB  
BYTES CAFE  
SIGMA PSI ZETA  
SINGAPOREANS AT STANFORD  
STANFORD NEWTYPE  
ST-OLIVE'S CAFE  
THAIS AND STEP  
ST-SUNKEN DIAMOND  
STANFORD STADIUM #102  
ST-PIZZAZ S-128B  
ICE CREAM CART  
ST JMR CONCESSIONS #1  
ST JMR CONCESSIONS #2  
ST-HOLN JAM @ STANFORD  
ST-STANFORD DINING SERVICES/STADIUM  
ST-JMR COMMISSARY  
ST-JMR PIZZA/PRETZEL/CHURRO/LEMONAD  
ST-MAUI WOWI  
BANK OF THE WEST TENNIS CLASSIC  
ST-COUPA CAFE  
ISRAEL INDEPENDENCE DAY STANFORD  
LUNAR NEW YEAR FESTIVAL  
SPRING FAIRE

**Hazardous Materials Program**

**Facility Name (Category A )**

West Coast Aggregates- Lexington Quarry  
Hanson Quarry and Cement  
United Technology - Pratt and Whitney  
Raisch – Serpa Quarry  
Reid-Hillview Airport  
Stevens Creek Quarry  
Raisch – Azevedo Quarry  
Desilva Gates – Curtner Quarry  
Palo Alto Airport  
Elmwood Correctional Facility  
Valley Medical Center  
(County Hospital)  
Stanford University

AMERICAN TOWER-COYOTE PEAK (8113)  
AMERICAN TOWER-PINE RIDGE (1013)  
AT&T MOBILITY-ALMADEN REDMOND  
AT&T MOBILITY-COYOTE/HY 101 (13191)  
AT&T MOBILITY-HY 17/ALMA BRIDGE  
AT&T MOBILITY-HY 17/MADRONE (13110)  
AT&T MOBILITY-I-280/MAGDALENA  
AT&T MOBILITY-LEXINGTON RESERVOIR  
AT&T MOBILITY-LOS ALTOS II (13265)  
AT&T MOBILITY-MT CHUAL (13102)  
AT&T MOBILITY-PAGE MILL (13352)  
AT&T MOBILITY-SC FAIRGROUNDS (13151)  
AT&T MOBILITY-SHANNON & SUVIEW  
BILL'S TRUCKING INC  
BOETHING TREELAND FARMS  
BROOM SERVICE INC  
CAL FIRE-ALMADEN FFS  
CAL FIRE-SWEETWATER FFS  
CALTRANS-SAN JOSE MAINT STATION  
CALTRANS-SSJMS DIV OF EQUIPMENT  
CALTRANS-SSJMS MAINTENANCE DEPT  
CAMBRIAN PLAZA CLEANERS  
CAMPUS SERVICE  
CARTEX ONE STOP AUTO  
COMSITES WEST-MT CHUAL TELECOM FAC  
CONCRETE READY MIX  
CPMWC-MOODY GULCH TREATMENT PLANT  
CRYSTAL SMR-LOMA RIDGE SITE  
CURTNER QUARRY  
DAN BRENTON CONSTRUCTION  
GLOBAL SIGNAL-PRESSON HILL #3002301  
GREAT WEST EQUIPMENT  
KCNL TRANSMITTER SITE  
LEHIGH SW CEMENT-CONCRETE LAB  
LEHIGH SW CEMENT-GARAGE  
LEHIGH SW CEMENT-GAS STATION  
LEHIGH SW CEMENT-GRINDING AID  
LEHIGH SW CEMENT-LABS/WAREHOUSE  
LEHIGH SW CEMENT-OIL HOUSE II  
LEHIGH SW CEMENT-PACK HOUSE  
LEHIGH SW CEMENT-QUARRY  
LEHIGH SW CEMENT-ROCK PLANT  
LEHIGH SW CEMENT-WATER TRTMT PLANT  
LEXINGTON QUARRY  
MELLOW'S NURSERY & FARM  
MROSD-ALMADEN AFS  
NBC 11 TRANSMITTER SITE  
PACIFIC BELL/AT&T-SITE N2249  
PACIFIC BELL/AT&T-SITE N2675  
PENINSULA SANITARY SERVICE  
RAISCH SERPA QUARRY

RICH VOSS TRUCKING  
RIDGE VINEYARDS  
RITZ CLEANER  
ROBERT F PECKHAM FEDERAL BLDG  
ROTTEN ROBBIE #53  
S P MCCLENAHAN CO INC  
S P MCCLENAHAN COMPANY  
SACRED HEART JESUIT CENTER  
SACRED HEART JESUIT CENTER  
SAN JOSE CUSTOM IRON INC  
SANTA CLARA PAINTBALL PARK  
SANTA TERESA GOLF CLUB  
SCC COMM-BLACK MTN REPEATER STATION  
SCC COMM-COPERNICUS PEAK REPEATER  
SCC COMM-COUNTY COMMUNICATIONS CTR  
SCC COMM-MT RODANI REPEATER STATION  
SCC DISTRICT ATTORNEY CRIME LAB  
SCC FAF-COUNTY ADMINISTRATION BLD  
SCC FAF-FLEET MANAGEMENT GARAGE  
SCC FAF-HOUSE ON THE HILL  
SCC FAF-MAIN JAIL  
SCC FAF-MEDICAL EXAMINER GENERATOR  
SCC FAF-NEW CRIME LAB  
SCC FAF-SSA JULIAN GENERATORS  
SCC FAF-SUPERIOR COURT TERRAINE ANN  
SCC FAF-VHC @ FRANKLIN MCKINLEY GEN  
SCC FAF-VISITOR PAID PARKING GEN  
SCC FAIRGROUNDS  
SCC HHS-CHS @ JUVENILE HALL  
SCC HHS-CHS @ MAIN JAIL  
SCC HHS-ELMWOOD MEDICAL CLINIC  
SCC HHS-PUBLIC HEALTH LABORATORY  
SCC HHS-RECEIVING CTR MED CLINIC  
SCC HHS-RENAL CARE CENTER  
SCC HHS-VALLEY MEDICAL CTR  
SCC HHS-VALLEY MEDICAL CTR  
SCC HHS-VHC @ BASCOM  
SCC HHS-VHC @ LENZEN  
SCC HHS-VHC @ MOORPARK  
SCC PARKS-CALERO  
SCC PARKS-CENTRAL YARD  
SCC PARKS-COYOTE/HELLYER  
SCC PARKS-FIELD SPORTS  
SCC PARKS-MOTORCYCLE PARK  
SCC PARKS-SANBORN-SKYLINE  
SCC PARKS-VASONA  
SCC PROB-MURIEL WRIGHT CTR  
SCC ROADS & AIR-EAST YARD  
SCC ROADS & AIR-MT HAMILTON YARD  
SCC ROADS & AIR-REID HILLVIEW  
SCC ROADS & AIR-WEST YARD  
SCVTA-CERONE DIVISION  
SCVTA-CHABOYA DIVISION  
SCVTA-GUADALUPE DIVISION (LRV)  
SCVWD-ALMADEN DAM  
SCVWD-ANDERSON DAM  
SCVWD-GUADALUPE DAM  
SCVWD-LENIHAN (LEXINGTON) DAM  
SCVWD-SANTA TERESA TREATMENT PLANT  
SCVWD-SANTA TERESA TREATMENT PLANT  
SCVWD-STEVENS CREEK DAM  
SPRING VALLEY GOLF COURSE  
ST-BONAIR OPERATIONS/GEN 09-XXX  
ST-CENTRAL ENERGY FACILITY 14-105  
ST-CHILLED WATER PLANT 14-180

**FY 2010-2011 Annual Report**  
**Permittee Name: County of Santa Clara**

**Appendix 4-1**

ST-HANSEN EXP PHYS LAB SOUTH 04-270  
ST-HOSPITAL & CLINICS (EMERG GENER)  
ST-RECYCLED WATER TRT PLANT 14-S182  
STEVENS CREEK QUARRY  
SUBURBAN PROPANE  
T-MOBILE SITE SF14937  
TESORO/SHELL #68117

UNITED PLATING SERVICES  
UNITED SITE SERVICES  
USA #68117  
USCG RESCUE 21 MT UMUNHUM SITE  
VERIZON CALIF-MOUNTAIN CO  
WALDEN WEST CENTER

**Appendix 4-2: C.4.b.iii. (2) Facilities Scheduled for Inspections**

**Consumer Protection Division**

The consumer protection division inspects all their facilities each year and the potential list is the same list that is expected to be inspected this fiscal year.

**Hazardous Material Compliance Program**  
**Facility Name**

- West Coast Aggregates-  
Lexington Quarry
- Hanson Quarry and Cement
- United Technology - Pratt and  
Whitney
- Raisch – Serpa Quarry
- Reid-Hillview Airport
- Stevens Creek Quarry
- Raisch – Azevedo Quarry
- Desilva Gates – Curtner Quarry
- Palo Alto Airport
- Elmwood Correctional Facility
- Valley Medical Center(County  
Hospital)
- Stanford University

**Appendix 4-3: C.4.b.iii. (2) Hazmat Facilities Inspection Frequency**

## INSPECTION FREQUENCIES

### Santa Clara County Dept. of Environmental Health (CUPA) Inspection Frequencies

<b>Program</b>	<b>Mandated Inspection Frequency</b>	<b>County DEH (CUPA) Inspection Frequency</b>
<b>HMRRP</b> Health and Safety Code section 25508(b)	Once every 3 years	Once every 3 years
<b>CalARP*</b> Health and Safety Code section 25537(a)	Once every 3 years	Once every 3 years
<b>UST Facilities</b> Health and Safety Code section 25288(a)	Once per year	Once per year
<b>AST Facilities</b> Storage of <10,000 Gallons Storage of 10,000 Gallons or More Health and Safety Code section 25270.5(a)	None** Once every 3 years	Pending Once every 3 years
<b>Generators (All)</b>	None**	
Generates < 10 Gallons/Year	None**	Once every 5 years
Generates < 100 Kg/Year	None**	Once every 4 years
Generates < 5 Tons/Year	None**	Once every 4 years
Generates 5 to < 25 Tons/Year	None**	Once every 3 years
Generates 25 to < 50 Tons/Year	None**	Once every 2 years
Generates 50 to < 250 Tons/Year	None**	Once every 2 years
Generates 250 to < 500 Tons/Year	None**	Once every 2 years
Generates 500 to < 1,000 Tons/Year	None**	Once every 2 years
Generates 1,000 to < 2,000 Tons/Year	None**	Once every 2 years
Generates 2,000 or More Tons/Year	None**	Once every 2 years
Generates Used Oil Only	None**	Once every 4 years
Generates Silver Only Health and Safety Code section 25143.13	None**	Once every 5 years
Certified Appliance Recyclers Health and Safety Code sections 25211 – 25214	None**	Once every 3 years
ABOP Collection Facilities Health and Safety Code section 25218.8	None**	Once every 3 years
Universal Waste Household [CCR, Title 22, § 66273.8(b)] CESQUWG [CCR, Title 22, § 66273.8(c)] SQHUW [CCR, Title 22, § 66273.10 - 66273.21] LQHUW [CCR, Title 22, § 66273.30 - 66273.41]	None**	Once every 3 years
On-site Hazardous Waste Treatment (All) Health and Safety Code section 25201.4(b)(2)	Once every 3 years	Once every 3 years
Permit By Rule (PBR)	Once every 3 years	Once every 3 years
Conditionally Authorized (CA)	Once every 3 years	Once every 3 years
Conditionally Exempt (CE)	Once every 3 years	Once every 3 years

\*\* no State mandate

Section 9- Pesticides Toxicity Controls

Appendix 9-1: C.9.a Adopt an Integrated Pest Management (IPM) Policy or Ordinance  
Appendix 9-2: C.9.d Require Contractors to Implement IPM

**Appendix 9-1: C.9.a Adopt an Integrated Pest Management (IPM) Policy or Ordinance**

## Division B28 - INTEGRATED PEST MANAGEMENT AND PESTICIDE USE

### CHAPTER I. - GENERAL PROVISIONS

### CHAPTER II. - PESTICIDE MANAGEMENT

### CHAPTER III. - IPM IMPLEMENTATION

## CHAPTER I. - GENERAL PROVISIONS

### Sec. B28-1. - Intent and purpose.

### Sec. B28-2. - Definitions.

### Sec. B28-3. - General exemptions.

### **Sec. B28-1. - Intent and purpose.**

The County, in carrying out its operations, finds it necessary from time to time to use pesticides on County property. The intent of this division is to protect the health and safety of County employees and the general public, the environment, and water quality, as well as to provide sustainable solutions for pest control on County property. The Board of Supervisors hereby finds and declares that it shall be the policy of the County of Santa Clara to eliminate or reduce pesticide applications on County property to the maximum extent feasible. Preference shall be given to available non-pesticide alternatives, where feasible, before considering the use of pesticides on County property.

This division concerns the application of pesticides to property owned by the County of Santa Clara only, and does not concern the application of pesticides to property that is not owned by the County of Santa Clara.

(Ord. No. NS-517.70, 5-21-02)

### **Sec. B28-2. - Definitions.**

Whenever used in this division, the following terms shall have the meanings set forth below:

- (a) *Antimicrobial pesticides* are pesticides, such as disinfectants and sanitizers, that are intended to disinfect, sanitize, reduce, or mitigate growth or development of microbiological organisms; or protect inanimate objects (for example floors and walls), industrial processes or systems, surfaces, water, or other chemical substances from contamination, fouling, or deterioration caused by bacteria, viruses, fungi, protozoa, algae, or slime.
- (b) *Approved list* is the list of pesticides authorized by the County IPM Coordinator for use on County property developed in accordance with Section B28-5.
- (c) *Carbamates* means esters on N-methyl carbamic acid, which inhibit cholinesterase.
- (d) *Contract* is a binding written agreement, including but not limited to a contract, permit, license or lease between a person, firm, corporation or other entity, including a governmental entity, and the County of Santa Clara which grants a right to use or occupy property of the County or which provides pest management services.
- (e) *County Executive* is the County Executive or his or her designee of the County of Santa Clara.
- (f) *Demonstration site* is a specific area or site designated by a department to evaluate the use of a pest management strategy.
- (g) *Department* is any agency or department of the County of Santa Clara. Department does

not include the vector control district or any other local, state, or federal agency.

- (h) *Departmental IPM coordinator* is someone designated by a department head to coordinate the department's IPM program.
- (i) *County IPM Coordinator* is the person designated by the County Executive to implement and oversee the County of Santa Clara's IPM program.
- (j) *Feasible* means capable of being accomplished in a successful manner within a reasonable period of time, taking into account economic, environmental, social, and technological factors.
- (k) *Integrated pest management (IPM)* is a decision-making process for managing pests using monitoring to determine pest-caused injury levels and combining biological control, cultural practices, mechanical and physical tools, and chemicals to minimize pesticide usage. The method uses extensive knowledge about pests, such as infestation thresholds, life histories, environmental requirements, and natural enemies to complement and facilitate biological and other natural control of pests. The method uses the least hazardous pesticides only as a last resort for controlling pests.
- (l) *IPM technical advisory group (IPM TAG)* is the technical advisory group to the County for the IPM program and is further described in Section B28-9.
- (m) *Organophosphates* means organophosphorus esters, which inhibit cholinesterase.
- (n) *Pest* is any insect, rodent, nematode, fungus, weed, or any other form of terrestrial or aquatic plant or animal life or virus, bacteria, or other microorganism (except certain insects, viruses, bacteria, or other microorganism on or in living man or living animals).
- (o) *Pesticide* is any substance, or mixture of substances which is intended to be used for defoliating plants, regulating plant growth, or for preventing, destroying, repelling, or mitigating any pest, which may infest or be detrimental to vegetation, man, animals, or households, or be present in any agricultural or nonagricultural environment. Pesticide for purposes of this division does not include antimicrobial agents.
- (p) *Posting* is to place signs as identified in Section B28-7 to inform employees and the public of pesticide use at a given site.
- (q) *Signal words* are the words used on a pesticide label—Danger, Warning, Caution—to indicate level of toxicity.
- (r) *Toxicity Category I pesticide product* is any pesticide product that meets United States Environmental Protection Agency criteria for Toxicity Category I under Section 156.10 of Part 156 of Title 40 of the Code of Federal Regulations.
- (s) *Toxicity Category II pesticide product* is any pesticide product that meets United States Environmental Protection Agency criteria for Toxicity Category II under Section 156.10 of Part 156 of Title 40 of the Code of Federal Regulations.

(Ord. No. NS-517.70, 5-21-02)

### **Sec. B28-3. - General exemptions.**

- (a) This division shall not apply to the use of any pesticide for the purpose of improving or maintaining water quality at any County owned or operated drinking water treatment plants, wastewater treatment plants, reservoirs, and related collection, distribution, and treatment facilities.
- (b) This division shall not apply to any use of pesticides on County property by any department when performing pest management or pesticide activities authorized by state or federal laws or regulations.
- (c) This division shall not apply to the use of pesticides by the vector control district.
- (d) This division shall not apply to antimicrobial pesticides or pesticides used to control pests in or on living humans or animals.

- (e) This division shall not apply to existing contracts except as provided in Section B28-10.
  - (f) This division shall not apply to contracts under negotiation at the time this division becomes effective for a period of five years.
- (Ord. No. NS-517.70, 5-21-02)

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## **CHAPTER II. - PESTICIDE MANAGEMENT**

[Sec. B28-4. - County integrated pest management \(IPM\) program.](#)

[Sec. B28-5. - Pesticide use.](#)

[Sec. B28-6. - Restriction on the use of pesticides.](#)

[Sec. B28-7. - Posting of pesticide use.](#)

[Sec. B28-8. - Record keeping and reporting.](#)

### **Sec. B28-4. - County integrated pest management (IPM) program.**

- (a) The County IPM Coordinator shall oversee and coordinate implementation of the IPM program.
- (b) The IPM program shall include, but not be limited to, the following:
  - (1) Identify staff member(s) responsible for program implementation;
  - (2) Acquaint County workers with the IPM approach and new pest management strategies, as they become known;
  - (3) Inform the public of the County's effort to reduce pesticide use;
  - (4) Respond to questions about the County's pest management program and practices;
  - (5) Conduct ongoing educational programs, where appropriate;
  - (6) Maintain records and evaluate program effectiveness;
  - (7) Develop and maintain the approved list of pesticides.
- (c) Departments shall implement the IPM program consistent with the IPM practices outlined below. Where feasible, departments shall consider a range of potential treatments for the pest problem and employ non-pesticide management tactics first, consider the use of chemicals only as a last resort, and select and use chemicals in accordance with the provisions of this division. The IPM practices shall include ways to:
  - (1) Monitor pests to determine pest population size, occurrence, and natural enemy population, if present. Identify decisions and practices that could affect pest populations. Keep records of monitoring results;
  - (2) Set treatment levels for each pest at each site based on how much biological, aesthetic or economic damage the site can tolerate;
  - (3) Determine the most effective treatment time, based on pest biology and other variables, such as weather, seasonal changes in wildlife use and local conditions;
  - (4) Design construction and building remodels to reduce or eliminate pest habitats and improve efficiency in facility and landscape maintenance and sanitation;
  - (5) Reduce pest incidences by modifying management practices such as watering, mulching, fertilizer use, and pruning;

- (6) Modify pest ecosystems, including waste management and food storage, to reduce pest food, living space, and access;
- (7) Use physical controls such as hand-weeding, traps and barriers, heat and cold;
- (8) Use biological controls such as introducing or enhancing pests' natural enemies;
- (9) When indoors, use baits or least toxic methods of pest control rather than sprays;
- (10) Monitor treatment to evaluate effectiveness;
- (11) Maintain records as set forth in Section B28-8.

(Ord. No. NS-517.70, 5-21-02)

#### **Sec. B28-5. - Pesticide use.**

- (a) *Approved list.* The County IPM Coordinator shall develop the approved list using a set of criteria that will be developed with the review and input of the IPM TAG. The criteria will take into account environmental and human health hazards, principles of the IPM approach, and technically based methods, conditions, and specifications for pesticide use. The County IPM Coordinator shall maintain the list of approved pesticides that may be used on County property. The approved list shall be reviewed and updated at least annually. The IPM Coordinator may amend this list as needed at any time as long as the products are consistent with the established criteria. These amendments shall be communicated to the IPM TAG in writing at the quarterly meetings.
- (b) *Specific exemptions.* An exemption may be obtained from the County IPM Coordinator for use of a product not on the approved list as follows:
  - (1) One-year exemptions. The County IPM Coordinator may grant a specific exemption, with limited conditions for use, for a one-year period upon a written request showing that a department has:
    - a. Identified the need for use;
    - b. Made a good-faith effort to find alternatives to the pesticide;
    - c. Identified or demonstrated that effective economic alternatives to the pesticide do not exist for that particular use; and
    - d. Developed a reasonable plan for investigating alternatives to the pesticide during the exemption period.
  - (2) An exemption may be continued beyond the one-year period by filing a new request for exemption as required in Subsection (b)(i) above.
  - (3) The County Executive shall have the discretion to revoke any exemption.
- (c) *Emergency use of pesticides.*
  - (1) A department responsible for maintenance of a site or facility may apply to the County IPM Coordinator for an emergency pesticide use exemption in the event that a pest outbreak poses an immediate threat to public health or may cause significant economic damage.
  - (2) If the County IPM Coordinator cannot respond to the application in a timely manner, the departmental IPM coordinator submitting the application may authorize the one-time emergency use of the required pesticide and provide notice of the emergency application to the County IPM Coordinator in writing within 48 hours.
  - (3) Posting of emergency use of pesticides shall be at the time of pesticide application and comply with all other posting requirements.

(4)

Reporting of the exemption and pesticide use will comply with all other reporting requirements as stated in Section B28-8.

(Ord. No. NS-517.70, 5-21-02)

#### **Sec. B28-6. - Restriction on the use of pesticides.**

Except for the use of pesticides exempted pursuant to Section B28-3, pesticides granted an exemption pursuant to Section B28-5(b) or 5(c) or pesticides on the approved list per Section B28-5 (a), no department shall use any of the following types of pesticides. A list of the pesticides and pesticide products identified in (b) through (g) below shall be on file with the County IPM Coordinator.

(a)

Toxicity Category I or II pesticide products.

(b)

Any pesticide containing a chemical identified by the State of California as a chemical known to the State to cause cancer or reproductive or developmental toxicity pursuant to the California Safe Drinking Water and Toxic Enforcement Act of 1986.

(c)

Pesticides identified by the State of California on the Groundwater Protection List (Food and Agricultural Code § 13145(d)).

(d)

Pesticides classified by active ingredient as organophosphate type pesticides as identified by the United States Environmental Protection Agency (Office of Pesticide Programs, Document 735-F-99-14, May 1999), or California Environmental Protection Agency, Department of Pesticide Regulation, Chemical Inquiries Database.

(e)

Pesticides containing carbamate-type chemicals (California Environmental Protection Agency, Department of Pesticide Regulation, Chemical Inquiries Database).

(f)

Any pesticide classified as a human carcinogen, probable human carcinogen or possible human carcinogen by the United States Environmental Protection Agency, under procedures established in "Proposed Guidelines for Carcinogen Risk Assessment," EPA/ 600/P-92/003C, April 1996, or equivalent documents.

(g)

Any pesticide group officially designated by the California Environmental Protection Agency Department of Pesticide Regulation or by the United States Environmental Protection Agency as posing significant hazard to human health or the environment.

(Ord. No. NS-517.70, 5-21-02)

#### **Sec. B28-7. - Posting of pesticide use.**

(a)

Except as provided for in Section B28-5(c) and Section B28-7(b), any department that uses or authorizes the use of a pesticide shall comply with the following posting procedures:

(1)

Signs shall be posted at least three days before application of the pesticide and remain posted at least four days after application, except for baits and emergency use of pesticides, which are posted at the time of treatment in accordance with Section B28-5 (c)(3) above and Subsection (b)(3) below;

(2)

For buildings and/or landscaped areas adjacent to buildings, signs shall be posted at main entry points where the pesticide is applied;

(3)

For open areas, signs shall be posted in highly visible locations around the perimeter of the area where the pesticide is applied;

(4)

For vehicles used primarily by County staff, signs shall be posted at areas where vehicles are obtained or posting information shall be given to the primary drivers.

(5)

Signs shall contain the:

a.

Trade name and active ingredient of the pesticide product;

b.

- Target pest;
  - c. Date of posting;
  - d. Date(s) of anticipated pesticide use; the date(s) of actual pesticide use will be posted at the main entrance, park office, or designated site;
  - e. Signal word indicating the toxicity category of the pesticide product;
  - f. Date for re-entry of staff and the public to the area treated if applicable;
  - g. Name and contact number for the department responsible for the application.
- (6) Signs shall have a standard design that is easily recognizable by the public and workers;
- (b) Exemptions to posting.
- (1) Departments shall not be required to post signs in accordance with Section B28-7(a) in right-of-way locations and other areas that the general public does not use for recreational purposes.
- a. Each department that uses pesticides in such locations shall provide a public access telephone number for information about pesticide applications. The public access telephone number shall be posted in a prominent location at the department's main office building. Information provided shall include all the items in Subsection (a)(5) above.
- (2) Any pesticide granted an emergency exemption by the County IPM Coordinator shall not be required to be posted prior to treatment. However, all other requirements for posting as set forth in Section B28-7(a) shall be followed.
- (3) Any pesticide bait placed in a container or trap, or applied as a gel or paste in a crack or crevice shall not be required to post signs prior to treatment. Baits, used indoors, shall be posted in the vicinity of application. Baits, used outdoors, shall be posted in the main office, park office, or a designated site. Signs shall be posted according to the requirements as set forth in Section B28-7(a).
- (4) The County IPM Coordinator may in his or her discretion grant necessary exemptions to the posting requirements.

(Ord. No. NS-517.70, 5-21-02)

## **Sec. B28-8. - Record keeping and reporting.**

- (a) Each department that uses pesticides shall keep records of pest management activities, including information about demonstration sites and exemptions. A copy of this information shall be placed in a centralized record keeping area in each department. Where feasible, this information shall be kept in a notebook or electronic equivalent maintained in each occupied building. Each pest management activity such as pesticide application, trapping or inspection shall be recorded and, when applicable, include at least the following information:
- (1) Target pest and extent of problem;
  - (2) Product name, active ingredients, EPA registration number, formulation, and quantity of pesticide used;
  - (3) Site of the pesticide application;
  - (4) Date of pesticide application;
  - (5) Name of person conducting pest management activity;
  - (6) Application equipment number, if applicable;

- (7) Prevention and other non-chemical methods of control recommended or used, and;
- (8) Evaluation of effectiveness.
- (b) The departmental IPM coordinator shall keep the following:
  - (1) Records of pesticide use;
  - (2) A copy of the label of all pesticides used; and,
  - (3) The material safety data sheet for each pesticide used.
- (c) Each department that uses pesticides shall submit a summary of pest management records required in Section B28-8(a) and (b) to the County IPM Coordinator at least quarterly.
- (d) Pest management records, including pesticide use records, are all public records.
- (e) Pesticide use records shall be kept indefinitely until an electronic database tracking system has been established.

(Ord. No. NS-517.70, 5-21-02)

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### CHAPTER III. -IPM IMPLEMENTATION

[Sec. B28-9. - Implementation of County Integrated Pest Management Ordinance.](#)

[Sec. B28-10. - County contracts and easements.](#)

[Sec. B28-11. - Pesticide purchases.](#)

[Sec. B28-12. - Policy and guidelines.](#)

[Sec. B28-13. - No criminal penalties or sanctions.](#)

[Sec. B28-14. - No civil liability for violations of this chapter.](#)

#### **Sec. B28-9. - Implementation of County Integrated Pest Management Ordinance.**

- (a) This division shall be phased-in over one to two years in order to provide adequate time for developing the approved list, documenting current IPM practices and/or reductions, and identifying and implementing alternate pest management measures. The County IPM Coordinator shall develop a timetable and format for departments to each submit a plan for implementing this division.
- (b) A technical advisory group (TAG) shall be formed and shall meet at least four times per year to review the County's IPM program and provide comments to the County Executive. The following representatives will be invited to participate on the TAG: two from Pesticide Alternatives of Santa Clara County; one from the Santa Clara Valley Water District; one from the County Agricultural Commissioner; one from the Santa Clara County Pollution Prevention Committee; one County employee representing a labor organization; and one representative from each of the following Santa Clara County agencies and departments: Roads and Airports, Parks and Recreation, the General Services Agency, Valley Health and Hospital System, and Occupational Safety and Environmental Compliance. The Board of Supervisors may at their discretion make changes to the composition of the group as deemed necessary.
- (c) The IPM Coordinator shall provide a quarterly report to one or more Board-designated committees on the status of the IPM program including information about pest problems, pesticide use, list of exemptions, goals and progress, staff training and public education, and anticipated changes that may affect pesticide use.

(Ord. No. NS-517.70, 5-21-02)

## **Sec. B28-10. - County contracts and easements.**

(a)

Except as provided in (i) below, when a department enters into a new contract (see Section B28-2(d)) or amends an existing contract to extend the term of the contract for more than six months beyond the current term and any optional extension periods, the contract shall require compliance with the provisions of this division including those relating to pesticide restrictions, record keeping, and reporting.

(1)

The County Executive may grant an exemption for up to five years from contract compliance with all or part of the provisions of this division in the event compliance would negatively impact County revenues, prevent the highest and best use of an asset as determined by the County Executive, or where it is demonstrated that full compliance cannot be achieved. Notice of any exemption granted pursuant to this Subsection (1) shall be given to the applicant and to the IPM TAG. The notice shall state that any person dissatisfied with the decision of the County Executive may file an appeal with the Clerk of the Board within 15 calendar days of the date of the notice. The appeal will first be heard before the County's Housing, Land Use, Environment, and Transportation Committee, which Committee shall make a recommendation to the Board of Supervisors. The decision of the Board of Supervisors shall be final.

(b)

A contractor, or department on behalf of a contractor, may apply for exemptions authorized under Section B28-5(b) and (c), and this Section B28-10.

(c)

When a department enters into a new lease in which the County is occupying or using property not owned by the County (and thus not within the definition of contract in Section B28-2(d)), the County shall use reasonable efforts to negotiate the use of IPM practices as part of that lease.

(d)

In current leases in which the County is occupying or using property not owned by the County, the County shall encourage the use of IPM practices whenever practical.

(e)

When the County is granted an easement, the maintenance of the easement shall be in compliance with this division if consistent with the terms of the easement.

(f)

A process, which incorporates a request for qualifications, shall be used in the selection of all contractors for pest management services and shall be in compliance with County contracting policies and state law. The County IPM Coordinator and the TAG may participate in the process. All contractors applying for pest management services shall submit a pest management plan, which outlines how they will comply with the IPM Ordinance. The plan shall give preference to prevention and other non-pesticide or least toxic methods of pest control.

*(Ord. No. NS-517.70, 5-21-02)*

## **Sec. B28-11. - Pesticide purchases.**

All pesticide products and pest control services that include pesticide applications shall comply with this division and be purchased through the County Procurement Department, not using the petty cash or direct pay methods.

*(Ord. No. NS-517.70, 5-21-02)*

## **Sec. B28-12. - Policy and guidelines.**

The County Executive may recommend policy for Board approval and issue guidelines to implement this division.

*(Ord. No. NS-517.70, 5-21-02)*

## **Sec. B28-13. - No criminal penalties or sanctions.**

The provisions of Section A1-28 of the Santa Clara County Ordinance Code shall not apply to this division; nor shall any person, or government official, board, commission, or agency be responsible for any criminal penalties for any violation of the division.

**Sec. B28-14. - No civil liability for violations of this chapter.**

This division and the provisions are directory, and are intended to set forth goals and program elements for management of pests and pesticide use. This chapter is not intended to create a standard of civil liability for the acts or failure to act of the County and its employees and contractors. No person, government official, board, commission, or agency shall be liable in any civil action or proceeding for damages for violation of any of the provisions of this division.

**Appendix 9-2: C.9.d Require Contractors to Implement IPM**



## **COUNTY OF SANTA CLARA, CALIFORNIA**

**REQUEST FOR PROPOSAL # 0030  
FOR  
LANDSCAPE MAINTENANCE  
Though Integrated Pest Management (IPM) principals and techniques for  
pest and weed control.**

**October 6, 2003**

**RFP DUE  
DATE: November 14, 2003**

**In the GSA Procurement Department  
333 W. Julian Street, Suite 400  
San Jose, CA 95110**

**BUYER: Kathleen Sandoval  
(408) 491-7422**

**MANDATORY PRE-BID CONFERENCE**

**Date and Time: October 17, 2003  
Friday, 1:30 pm**

**Location: Santa Clara County GSA Procurement Office,  
333 W. Julian Street, Suite 400  
San Jose, Ca 95110**

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## **SECTION I - INVITATION & INQUIRIES**

### **A. Invitation**

This document is a Request for Proposal (RFP) to obtain qualified perspective contractors to perform landscape maintenance and related pest control through Integrated Pest Management (IPM). The issuing departments for this RFP are the County IPM Administration, Office of the County Executive and the Procurement Department.

### **B. Mandatory Pre-Bid Conference**

A mandatory Pre-Bid Conference will be held on **Friday, October 17, 2003 at 1:30 pm.** Your attendance at this Pre-Bid Conference is mandatory for bid submittal. Failure to attend this meeting will be an automatic disqualification and no subsequent bid will be accepted.

### **C. Inquires**

All inquiries concerning the Administrative, Cost & IPM- Personnel & Technical specifications should be addressed to:

County of Santa Clara  
Procurement Department  
Attention: Kathleen Sandoval  
333, West Julian Street, Suite 400  
San Jose, CA 95110

By e-mail: [kathleen.sandoval@gsa.sccgov.org](mailto:kathleen.sandoval@gsa.sccgov.org)  
Or Fax: 408-938-2393

All questions should be submitted in writing, citing the particular proposal section and paragraph number. Prospective contractors should note that all clarifications and exceptions including those relating to the terms and conditions of the contract are to be resolved prior to the submission of a proposal. Answers to all questions of a substantive nature will be given to all contractors in the form of a formal addendum, which will be annexed to and become part of the ensuing contract.

## **SECTION II - INTRODUCTION**

### **A. Scope**

This document is a Request for Proposal (RFP) to obtain qualified perspective contractors to perform Landscape maintenance in accordance with the County of Santa Clara's Integrated Pest Management (IPM) Ordinance (Appendix B). The issuing departments for this RFP are the County IPM Administration, Office of the County Executive and the Procurement Department. The services of RFP will be limited to County of Santa Clara departments. Non-profit organizations, which would like to utilize this process, may do so with written permission from County IPM Administration, however the County will not be responsible for subsequent actions of such organizations.

The intent of this specification is to request technical proposals from perspective IPM contractors to ensure contractors meet the County of Santa Clara IPM Technical & Experience qualification requirements in the performance of Landscape Maintenance & related IPM for the County – logistically. Responses to this RFP shall be evaluated based on two individual submittals returned to Procurement concurrently in separate envelopes. The first section to be evaluated will be the Request for Qualification (RFQ) as contained in Sections IIIA, B, C of this RFP. Failure to meet the qualifications stated in this section will result in no further consideration of Section V submittal from potential contractors which shall remain sealed. Upon qualification for the RFQ by contractor, Section V submittal will be opened, evaluated, and the contract awarded to the lowest responsible bidder.

The project definition for this RFP is for Landscape Management and related pest and weed control. All qualified perspective contractors may under the County's discretion be asked to submit an individual RFP or RFQ for specified project definition(s). See Section D. Definitions, item number 3. Project Definition or Description.

### **B. Background**

The County of Santa Clara recently adopted Integrated Pest Management and Pesticide Use Ordinance No. NS-517.70- (Appendix B).

The principles and concepts of turf grass and landscape pest management are tied directly into routine turf grass and landscape management. It is generally recognized by virtually all acknowledged pest control scientists, experts and regulatory personnel that chemical use will not produce safe, long-lasting and effective control and elimination of weeds, insect and other pests. It is required that as a qualified and experienced landscape maintenance & pest control operator, the contractor is familiar with the fundamentals of turf grass &

landscape management in relation to Integrated Pest Management (IPM) now recognized as the most effective and up-to-date approach to modern professional pest control.

IPM incorporates flexibility in choices of pest resistant species and varieties well adapted to local conditions, correctly preparing sites before planting, using proper planting techniques, and provides optimum conditions for plant growth, bringing an ecologically well balanced system for long-term plant health, preventing unacceptable pest presence or damage.

IPM also prevents problems in established landscapes through pest and symptom identification, regular surveying for pests, action threshold and establishing guidelines and sound management methods so that pests and the environment can be managed in such a way as to balance cost, benefits, public health, safety, and environmental quality.

### **C. Objectives**

This RFP is intended to accomplish several objectives:

- ❑ The utilization of this process will assist in expanding the County's use of Integrated Pest Management practices in a uniform, consistent manner, streamlining IPM & Pesticide Use reporting.
- ❑ The use of this RFQ/RFP after the initial screening for qualifications will facilitate user department contracting of pest control and landscape maintenance.
- ❑ Contractors will benefit by having to only submit one initial detailed proposal in response to RFQ/RFP rather than submitting a detailed proposal for each individual RFP.
- ❑ The County's contracting practices for landscape maintenance and related pest control will become more uniform, less labor intensive in the future.
- ❑ It is envisioned that the cost of landscape maintenance and related pest control will decrease as IPM is expanded and the contract process facilitated.
- ❑ Those user departments who have existing in-house programs for landscape maintenance and related pest control and desire to implement IPM will benefit from available expertise of this contract resource.

### **D. Definitions**

1. **"County"** shall mean the County of Santa Clara.
2. **"Integrated Pest Management (IPM)"** is a decision-making process for managing pests using monitoring to determine pest-caused injury levels and combining biological control, cultural practices, mechanical and physical tools, and chemicals to minimize pesticide usage. The method uses extensive

knowledge about pests, such as infestation thresholds, life histories, environmental requirements, and natural enemies to complement and facilitate biological and other natural control of pests. The method uses the least hazardous pesticides only as a last resort for controlling pests.

3. **"Pest Control"** shall mean the system used to reduce or eliminate pests from the office or building environment or land or water and enhance safety of occupants or users.

4. **"Project Definition or Description"** shall mean the individual structure or land or water body descriptions or projects which will be defined by the user department using this contract. Such project may be related to landscape management in scope but could be more or less extensive and for limited duration, i.e. brush removal in fire areas, tree pruning and trimming above 12', initial landscape cleanup, etc. Work and payment for such services will be accomplished through utilization of a County authorized purchase order and not as a contract release against the awarded contract for landscape management. Only those contractors who submit a successful RFQ will be eligible to bid the individual project definitions. Contractor awarded the landscape management contract in association with this RFP may submit a competitive bid for such projects but is not guaranteed any favored treatment. All terms and conditions of this RFP will apply to the project definition unless otherwise stated in the project definition itself.

5. **"Request for Proposal (RFP)"** shall refer to the complete document inclusive of the Request for Qualifications (RFQ) Section IIIA, B, & C and Procurement Administrative Specifications and cost proposal Section V and the resultant submission of a contractor's cost proposal, and later, the awarded contracts.

6. **"Request for Qualification (RFQ)"** shall refer to process of Contractor to the process of determining Contractors Personnel Qualifications, business Operational Qualifications, Background, Technical Qualifications as laid out in Section IIIA, B, & C and the resultant submission of a contractor's proposal for performance to be selected under Qualified IPM Prospective Contract.

7. **"User department"** shall mean any County of Santa Clara department that desires to utilize this contract.

8. **"RFP-Selection Committee"** shall mean committee reviewing the submitted proposals comprised of one (1) and or two (2) persons representing all User Departments, two (2) persons representing IPM-Technical Advisory Group, one (1) person representing Procurement department and County IPM Coordinator.

### **SECTION III: COUNTY OF SANTA CLARA INTEGRATED PEST MANAGEMENT REQUEST FOR PROPOSAL (RFP) SPECIFICATIONS**

This is a detailed abstract from the Request for Proposal (RFP) specification that will be used for bidding the backdrop of Landscape maintenance and related IPM contracts provided by COUNTY OF SANTA CLARA. All Perspective Contractors must submit their RFP responses in separate envelopes. Each envelope must indicate on the outside which section is contained within. Envelope 1 must contain all documentation required for substantiating the Request for Qualification Sections IIIA, B, C. Contractor must meet these requirements prior to County accepting Section V of the RFP contained in Envelope 2. If a contractor fails to qualify based on the information contained in Envelope 1, Envelope 2 shall be returned to the unqualified candidate unopened.

This package includes all of the terms and conditions that a contractor must meet in order to successfully perform a Landscape maintenance & related IPM program or provide the IPM consulting services.

To understand the entire process of RFP, the process is divided into following sections:

This RFP section is subdivided into two categories:

#### **A. RFQ (REQUEST FOR QUALIFICATION)**

1. **Section IIIA, QUALIFICATIONS OF PROSPECTIVE CONTRACTORS**
2. **Section IIIB, IPM-TECHNICAL SERVICE REQUIREMENTS**
3. **Section IIIC, RFQ PROPOSAL SUBMITTAL**

#### **B. Section V, PROCUREMENT ADMINISTRATIVE SPECIFICATIONS, REQUIREMENT & COST PROPOSAL**

## **SECTION IIIA QUALIFICATIONS:**

### **1. Qualifications of Prospective Contractors**

NOTE: All contractors' qualifications will be reviewed and a determination will be made that they meet these qualifications. However, they will be cited here so that Departments may be aware of them and assure themselves that the contractor still meets these requirements. Personnel turnover, etc. may effect a vendor's qualifications at any point in time. Contractor must notify GSA Procurement of any such change.

#### **1.0. General:**

The contractor certifies that it meets the following requirements for submitting a RFP for Landscape maintenance and related IPM Services and shall provide verification of such within their proposal.

##### **1.1 Pest Control Services Related To The Control of Plant or Landscape Pests:**

- a. The contractor has been in the professional landscape maintenance and related pest management business handling industrial, commercial, and institutional accounts for **at least five (5) years** immediately prior to the submission of this RFQ. Contractor must submit a list of **at least five (5) verifiable references** in the form provided herein from accounts for which work, comparable to that contained in these specifications, has been completed or is currently in progress. (Note: All references shall specifically show IPM methods.)
- b. The contractor maintains a current Agricultural Pest Control Business license and a valid Qualified Applicator License in the appropriate activity category issued by the California Department of Pesticide Regulation. The contractor must provide a copy of this license with the RFQ.
- c. The contractor and pertinent personnel are certified to perform the work specified herein in accordance with the administration by the California Department of Pesticide Regulation of the Core Certification Program of the Department, as outlined in the most recent revision under "State of California-Department of Pesticide Regulation-Laws and Regulations" and must also have Qualified Applicator Licensee responsible for the pest control operations of the business. Further, the contractor must be currently registered to perform agricultural pest control in the appropriate category with the

Santa Clara County Division of Agriculture (Agriculture Commissioner's Office) and shall maintain such registration through the duration of any contract with the County of Santa Clara. The contractor must hold Qualified Applicator license and Certificate in the Pest Control Category they are bidding for. These Pest Control categories are as follows:

- A. Residential, Industrial and Institutional
- B. Landscape Maintenance
- C. Right of Way
- D. Plant Agriculture
- E. Forest
- F. Aquatic
- G. Regulatory
- H. Seed Treatment
- I. Animal Agriculture
- J. Demonstration and Research
- K. Health Related
- L. Wood Preservation (Subcategory of A and C)
- M. Antifouling-Tributyltin (Subcategory of A)
- N. Sewer Line Root Control (Subcategory of A)
- O. Maintenance Gardener (Subcategory of B)

Any other category, which may apply to any work in the facilities indicated herein. If they are not applicable, no related license is needed.

d. The contractor has never previously failed to perform satisfactorily in connection with public bidding or public contracts.

e. The contractor has access to or can obtain the services of a certified accredited professional mammalogist, zoologist, biologist, arborist, horticulturist, agronomist (Weed Management Subject Matter Specialist) and ecologist to provide supportive consultation and training under this contract.

f. The contractor has completed the Bidder's Information Form consisting of the requirements for Section III & Section V.

g. The Contractor is licensed in accordance with the provisions of the State Business and Professions Codes.

## **2.0 Personnel:**

The contractor shall provide in the proposal, the names of all pest management personnel to be assigned to this contract, and pertinent information regarding

their qualifications, experience and training. Throughout the life of this contract all personnel providing on- site pest management & landscape maintenance services must be certified in appropriate jurisdictions as qualified pesticide applicators in the appropriate category of their work as listed above.

## **2.1 Qualifications and Experience**

**a) IPM Service technicians** to be used by the contractor must possess the following minimum qualifications and experience:

1. Good knowledge of problem pests and methods of reducing or eliminating the same, and the proper and safe use of least toxic pesticides.
2. **For Plant and/or Landscape Related Pest Control-** a California Department of Pesticide Regulation qualified applicator license & certificate for plant or landscape related pest control. Technician must hold valid license in appropriate categories and other such certification as may apply to the work.
3. At least two (2) years of recent full-time paid experience in professional pest control with experience in license categories & facilities similar to those outlined herein.
4. It is preferred, but not required, that IPM Service Technician possesses Certification in Turf Grass Management from the University of California or Purdue University or other accredited institution. The IPM service technician must demonstrate his/her knowledge, or training or registration for training with an accredited institution in turf grass management.

The contractor shall provide, under this contract, only qualified pest management personnel with adequate experience in the conduct of IPM programs. All on-site personnel must understand current practices in this field and be able to make judgments regarding IPM techniques.

Any substitutions, additions, or replacement of personnel from those cited in the contractor's original proposal must be submitted to the County IPM Coordinator for approval prior to their starting work under this contract.

The contractor must meet the following specific staff requirements:

**b) On-Site Supervisor:** A supervisor and an alternate must be identified in the proposal. The supervisor must have the contractor's authority to act on matters pertaining to the performance of services required under the contract. This individual shall assure safety and carry out coordination and continuity of IPM routine. The supervisor and alternate shall both have a working knowledge of this contract and the detailed Pest Management

Plan and schedule for each site. The supervisor and alternate must both meet the qualifications identified under "IPM Service Technicians".

- 2.1.1 **Conduct** -- The contractor and pest control personnel shall maintain the highest standards of conduct and integrity while on facility premises.
- 2.1.2 **Appearance** -- Technicians shall wear a distinct uniform with the company's name displayed and present a clean, neat and professional appearance. Technicians shall have an identification photo also.
- 2.1.3 **Identification** -- The contractor's personnel shall wear proper company identification when servicing the facilities.
- 2.1.4 **Personnel's Equipment** -- The contractor shall supply and insure that each service technician assigned to these facilities maintains the necessary and required equipment for the safe use and application of pesticides if it is required by conditions.
- 2.1.5 **Replacements** -- The contractor shall be responsible for the orientation of replacement personnel who are not familiar with the facilities to be serviced.

**C.** The fact that this bid proposal has been furnished to you by the Procurement Department does not mean that County of Santa Clara has made a determination that your firm can comply with the prerequisites and other qualifications necessary and required in order to enable you to submit a bid.

**D.** Prospective Contractors are advised that the County's intent in having requirements [IIIA-1-1.0](#) & [IIIA-1-2.0](#) above is to ensure that only qualified and reliable Contractors perform the work of the contract. The County recognizes that there may be equally qualified and reliable Contractors who do not meet all of the above requirements specifically as stated above, but may in fact meet the objectives and criteria in some other manner. However, the Contractor shall have the burden of demonstrating to the County's satisfaction that it can in fact perform the work. This shall be in the form of written statements as to the Contractor's experience, references, listing of contracts performed, financial statements, manpower, and ability to respond to the County. County must be able to verify all subsequent statements made herein.

The County retains the right to request any additional information pertaining to the contractor's ability, qualifications, and procedures, as it deems necessary to ensure safe and satisfactory work.

**Note: Any Contractor failing to submit in whole or in part the above-requested information signed by a duly authorized representative of the company attesting to its qualifications may result in a rejection of the bid of that Contractor. County staff will make a sole determination based on the best interests of the County.**

## **SECTION IIIB RFQ-IPM TECHNICAL SPECIFICATIONS:**

The general and specific program requirements outlined in this section apply to both these RFQ and the resultant individual project definition bid by the user departments. Of necessity, some of the inspections and other specific requirements can only be done at the time of bidding a particular facility or group of facilities as outlined in the project descriptions. Nevertheless, they are outlined here to give prospective contractors and user Departments an overview of the entire contract and IPM program requirements. Contractors are referred to SECTION IIIB & SECTION VIII, which outlines what must be submitted in their proposal.

### **1.0 General IPM Program Requirements**

The principles and concepts of turf grass and landscape pest management are tied directly into routine turf grass and landscape management. It is generally recognized by virtually all acknowledged pest control scientists, experts and regulatory personnel that chemical usage, by itself, will not produce safe, long-lasting and effective control and elimination of weeds, insect and other pests. It is required that as a qualified and experienced landscape maintenance & pest control operator, the contractor is familiar with the fundamentals of turf grass & landscape management in relation to Integrated Pest Management (IPM) in Turf Grass & landscape concept, now recognized as the most effective and up-to-date approach to modern professional pest control and landscape maintenance.

This program incorporates flexibility in choices of pest resistant species and varieties well adapted to local conditions, correctly preparing sites before planting, using proper planting techniques, which provide optimum conditions for plant growth, bringing an ecologically well balanced system for long-term plant health, preventing unacceptable pest presence or damage.

IPM also asks to prevent problems in established landscapes through pest and symptom identification, regular surveying for pests, action threshold and establishing guidelines and sound management methods so that pests and the environment can be managed in such a way as to balance cost, benefits, public health, safety, and environmental quality through the cooperation of all concerned.

Therefore, it is the duty and obligation of the contractor to institute an IPM program on each landscape site and to supply all services within the framework of this program. The contractor is to elicit the cooperation of the user department-building management and others concerned in order to protect the health, safety and well being of tenants, staff and pest control technicians, to insure compliance with regulatory regulations and guidelines and to guarantee the maximum effectiveness for the money and effort invested.

General requirements of the IPM program shall include the following for each landscape site specified in this contract:

**1.1.0 Contractor & User Department understanding of County of Santa Clara Integrated Pest Management & Pesticide Use Ordinance NO. NS-517.70:** (Appendix B)

Prior to preparing project definition (by User Department representative or submitting RFQ by Perspective Contractor), they must familiarize themselves with the ordinance (Appendix B) as stated. Any questions in this regard should be submitted in writing via mail, fax or e-mail to Procurement Department for clarification. Answers will only be given in writing. Allow at least ten (10) working days for response to inquiries.

**1.1.1 Initial Inspection**

After award of the contract has been made, the successful respondent will be required to conduct a thorough, initial inspection during the first thirty (30) calendar days of the contract by the contractor's entomologist/agronomist and landscape design expert and the user department representative (preferably facility manager & Department IPM Coordinator). The purpose of this initial inspection is for the contractor to evaluate the landscape management and related pest management needs of the site and to discuss these needs with the Department.

The following specific points should be addressed:

- a) Identification of problem areas in and around the site.
- b) Identification of landscape features or cultural, personnel practices that are contributing to pest infestations or other cited landscape problems.
- c) Discussion of the effectiveness of previous landscape maintenance and related pest control efforts.
- d) Facilitation of contractor access to all necessary areas. Access to site shall be coordinated with the user Department representation.
- e) Informing the contractor of any restrictions or special safety precautions.

**1.1.2 Submission of Plan**

Following the initial inspection, the contractor will develop a detailed landscape management and Service Schedule for each site. This written plan and schedule must be submitted to the user

department representative for approval prior to initiation. The plan and schedule should address any site or operational changes, which might facilitate the overall success of the project. In addition, the plan must identify the proposed primary pesticides and alternatives by California Environmental Protection Agency (EPA) accepted common name (generic name) **(Please note that Pesticide Selection is limited to County of Santa Clara “Approved List of Pesticides”) Appendix D;** the site; and rationale for each type of use. Proposed cultural, mechanical, physical and biological & chemical control methods for pests, if any, should also be included. The plan should describe in detail the contractor's means for monitoring pest populations in and around the site.

**Frequency of inspections and treatment** by the contractor shall depend on the specific landscape management needs of the premises and shall be included in the initial scope of service.

The plan and schedule shall be submitted not more than **ten (10) business days** following the initial inspection of the premises. The user department will render a decision regarding the acceptability of the plan and schedule **within ten (10) business days** following receipt. If the plan is not acceptable, contractor and authorized representative of the using department shall come to a mutual agreement in regard to any such modifications or changes in schedule as may be necessary. Following acceptance of the plan the contractor shall be on-site to implement the plan and schedule within **five (5) business days** following notice of approval of the plan.

Any subsequent changes in the plan and schedule must receive the concurrence of the Department IPM Coordinator. Prior to approval, Department IPM Coordinator's are encouraged to discuss the technical merits of any proposed changes in Landscape maintenance & related IPM program with County IPM Coordinator.

Any subsequent changes in the “approved pesticide list” must receive the concurrence of the County IPM Coordinator prior to being used by the contractor.

#### 1.1.3. **Monitoring and Inspection**

A critical aspect of the landscape management is the Pest Management Plan. Pest activity (weed, insect, fungi etc.) shall be monitored through an established inspection program to allow an objective assessment of pest population levels. Monitoring and inspection shall be continued throughout the duration of this

contract. The contractor shall describe in his proposal his approach to meeting this requirement.

1.1.4 **Landscape Modifications**

Unless otherwise stated in the project definition, landscape modifications for pest suppression shall be the responsibility of the contractor and agreed to mutually by both parties. The contractor shall make recommendations to the user department of what modifications can reasonably be accomplished. However, Contractor must provide adequate landscape maintenance & pest management even if such modifications have not been approved/accomplished as requested. Non compliance to the landscape modification can be discussed with the Department IPM coordinator and if there is need with the County IPM Coordinator, so that issues can be resolved to provide effective, efficient, economical landscape and IPM program.

1.1.5 **Pesticide Treatment**

The contractor shall apply only pesticides, which have been listed on the "County of Santa Clara Approved List of Pesticides" Appendix D, or specifically approved by (the County IPM Administrator) under specific exemption or Emergency Use exemption (IPM & Pesticide Use Ordinance No. NS-517.70 Division B-28-5. Appendix B.

As a general rule, application of pesticides on a landscape site shall not occur unless inspections or monitoring indicate the presence of pests in that specific site and alternate IPM methods or measures (physical, cultural, mechanical, biological) fail to suppress the pest population. An actual specimen of an insect pest, weeds, fungi etc., or active signs of same, must be seen before pesticides are applied. Care must be taken to avoid contamination or destroying any nesting site or habitat of any wildlife within an endangered species group.

Preventive treatments as applicable by California Law & Regulations (Department of Pesticide Regulations) of the site where inspections indicate a potential pest problem are acceptable only on a case-by-case basis with approval from the user department in consultation with County IPM Coordinator. The contractor must indicate areas for the preventive treatment in the landscape maintenance & related integrated pest management Plan for the site and list the methods of application.

1.1.6 **Record Keeping**

The contractor shall be responsible for maintaining a complete and accurate pest management log (Attachment B). In order to streamline and to provide consistent, uniform integrated pest management reporting system it is recommended that the contractor use the County reporting form. Any modifications or request for additional information to be added to the form shall be by mutual consent between both parties. Each site or group of sites (for a group of buildings on one campus representing one landscape site) that is serviced under this contract shall maintain its own records, which will be kept in the user department designated office and data shall be provided by the contractor.

The log shall contain the following items:

- a) A copy of the landscape maintenance scope & related integrated pest management Plan and Service Schedule for the site.
- b) A copy of the current label and EPA registration number (California DPR Registration Number) for each pesticide used on the site, including the Material Safety Data Sheet. Pesticide labels are normally interpreted as including in-depth safety and use documentation.
- c) The contractor may duplicate the information on their own work tickets, invoices or reporting systems, however contractor must also provide the County with acceptable data.

#### **1.1.7 Special Requests and Emergency Service**

The regular service shall consist of performing all components of a landscape maintenance & related IPM program, as described in the contractor's detailed plan and schedule for each landscape site during the period of this contract.

The user department representative shall place occasional requests for corrective action, special services beyond the routine requests or emergency service, with the contractor's on-site supervisor. Corrective action or special services shall be by mutual agreement as agreed to between the Facility Project Manager and Contractor. Conditions that constitute an emergency service response shall be any that may cause bodily harm or life threatening situations to the public or County employees or damage to public property. The contractor shall respond to requests for emergency service on the day of the request.

The contractor shall describe in the Qualifications section his capability of meeting emergency requests (e.g., radio-dispatched service, cellular phone, paging system, Toll Free Emergency Phone Number,

Weekend and Off Time Emergency Contact List, name of office personnel handling the account, availability of trucks and personnel, etc.).

#### 1.1.8 **Chemical Controls**

Since this is a landscape maintenance & related IPM contract, chemical controls shall be used primarily as a last resort and only after approval by the user department representative on a case-by-case basis or as described and approved in the general plan submission. When chemical controls are utilized, the following conditions shall be applicable:

- a) Approved List of Pesticide – The contractor will only apply pesticides listed under County of Santa Clara Approved List of Pesticides; Appendix D.
- b) Samples - The user department shall receive from the contractor or its technicians such samples of chemicals and materials for laboratory analysis as it may require.
- c) Ineffective Chemicals - Success in pest control is largely determined by the skill of the pest control technician and the cooperation received from all concerned and involved in a particular pest problem. In cases where it has been determined that a particular chemical in use at these facilities has, indeed, lost its effectiveness due (to a resultant increase in resistance in the target pest population) the contractor shall replace such ineffective chemicals with more effective ones only with the approval of County IPM Coordinator.

**The contractor shall bear the cost of any risk assessment studies or consultant work as it may be required to include the requested chemical to the “County of Santa Clara Approved List of Pesticides” Appendix B.**

- d) Safety and Chemical Data - Within thirty (30) days from the start of this contract, the contractor shall provide to the user department representative, his safety officer or other designate, the following most current safety and technical data for chemicals to be used in these facilities:
  - I. A list of chemicals including trade name and name of active and inert (including carriers and propellants) ingredients chemicals and their respective chemical classifications (i.e., Botanical etc.) Note: Chemicals, where necessary, shall be

restricted to non-persistent chemicals that are least harmful to people and the environment.

- II. Material Safety Data Sheets for each chemical.
  - III. Copies or sample labels for each chemical.
  - IV. Antidote data where applicable, including a copy of a standard quick reference chart.
  - V. A list of poison control centers and respective telephone numbers as they may apply to the geographic areas in which these facilities described herein are located.
  - VI. All chemical controls shall be applied at night or on weekends except insecticide or rodenticide baits, and the contractor shall cooperate with the user department representative to provide re-entry interval information, where necessary.
  - VII. Contractor shall cooperate with the user department representative to place proper public notices or otherwise inform building occupants when chemical controls will be applied, what controls will be applied, etc. and comply with Section B28-7 Posting of Pesticide Use of the County of Santa Clara IPM & Pesticide Use Ordinance requirements.
- Appendix B.

## **2.0 Specific Program Requirements**

### **2.1.0 Manner and Time to Conduct Service**

It shall be the contractor's responsibility to carry out work according to the detailed landscape maintenance and related Pest Management Plan and schedule developed for each site. The contractor's on-site supervisor shall be responsible for coordination with the user department or representative at the beginning of each visit. The purpose of this coordination is to review the plan and schedule and to receive information on problem areas needing corrective action.

Services (such as landscape maintenance other than chemical applications), which do not adversely affect tenant health or productivity may be performed during the regular hours of operation in the various landscape sites. When it is necessary to perform work on weekends or outside the regularly scheduled hours set in the contractor's plan and schedule, the contractor shall notify the user department representative **at least three (3) business days in advance**, and all arrangements will be coordinated between the user department representative and the on-site supervisor.

All application of toxicants, when necessary, is to be done after normal business hours, night or on weekends or pre-arranged times with facility management to meet re entry time and allow users to reenter the site. Non-business hours are generally considered to be after 5:00pm and

before 7:00 am, weekends, and County holidays. Affecting the daily business includes hindering or endangering pedestrian traffic, risking damaging or "dirtying" automobiles parked on the site, and blocking off multiple parking areas with Contractor vehicles. Examples of inappropriate work during normal business hours are irrigation repairs, tree pruning over parked cars or littering streets/lots with debris, chemical applications, mowing or trimming along parked vehicles, etc. We expect the Contractor to use common sense to identify other tasks that should be performed during non-work hours. To facilitate posting requirement for any chemical application as set forth in the Section B28-7(a)-i of the IPM Ordinance; contractor shall notify the Department IPM Coordinator **at least five (5) business days in advance**.

The contractor shall allow the user department representative sufficient time to inform tenants or application and assure the security of the areas treated.

The contractor shall observe all safety precautions throughout the performance of this contract. Certain areas within some landscape sites may require special instructions for persons entering the site. The user department representative will explain to the contractor and any restrictions associated with these special areas. These restrictions shall be adhered to and incorporated into the contractor's detailed plan and schedule for the building.

All persons employed under this contract shall be subject to County regulations and ordinances as are applicable during the time spent on County property. When necessary user department will supply site passes to the Contractor.

All contractor personnel, while working in or on government-owned or leased premises, shall wear distinctive uniform clothing. The uniform shall have the contractor's name easily identifiable, affixed thereon in a permanent or semi permanent manner. Additional personal protective equipment required for the safe performance of work must be determined and provided by the contractor. Protective clothing, equipment, and devices shall as a minimum, conform to Occupational Safety and Health Administration (OSHA) standards for the products being used. Vehicles used by the contractor must be identified in accordance with State, County and local regulations.

#### **2.1.1 Pesticide Products and Use**

The contractor shall be responsible for the safe use of pesticides & fertilizers. All pesticides used by the contractor must be registered with the EPA, California Department of Pesticide Regulations and appropriate County and/or local jurisdiction – listed on County of Santa Clara

**Approved list of Pesticide Appendix D** Transport, handling, and use of all pesticides shall be in strict accordance with the manufacturer's label instructions and all applicable Federal, County, and local laws and regulations. The environment and the public shall be protected at all times.

The contractor shall minimize the use of pesticides and general spectrum spray applications wherever possible. For example:

- a. The contractor will use selective application techniques that reduce pesticide use such as spot treatment, band treatment, treating alternate rows or blocks, low volume applications, reducing dosage level of pesticide.
- b. Pesticide space sprays (including mist, fogging, ULV, Smoke etc. as classified) will be restricted to unique situations for which no alternative measures are practical and must be consulted with Department IPM Coordinator & County IPM Coordinator prior to use.
- c. The contractor shall consider the leaching potential of fertilizers into ground water or running off into surface water.

The addition of Spot Treatment and General Treatments will only be performed where:

- Called for by the service procedure and in case of infestation
- Compliance to product label and Legislative requirements can be met.
- Surfaces are sufficiently clean to allow effective application and no staining

Prior to performing a space spray treatment (mist, fogging, ULV, Smoke etc. as classified), the contractor shall submit a written request for approval to the user department representative **at least seven (7) calendar days prior to the proposed treatment time.** The request must identify the target pest, time and specific place(s) of treatment, pesticide(s) to be used, method of application, precautions to be taken to ensure the containment of the spray to the site of application. No space application of pesticide shall be made without the written approval of the Department IPM coordinator and County IPM Coordinator. No space application of pesticide shall be made while tenant personnel are present.

No product identifiable as a fumigant shall be used in any County space for any purpose until otherwise approved by County IPM Coordinator under Specific Use or Emergency Use Exemption.

#### **2.1.2 Rodents & Other Wild Life Control:**

Contractor shall not be responsible for any rodent & other wild life control. Any problem situations the Contractor becomes aware in respect to them

during the course of routine landscape maintenance should be reported to the Facility Project Manager responsible for the site.

## **SECTION V - QUALIFICATIONS SUBMITTAL**

Qualifications submitted by the contractor shall include, but not necessarily be limited to, the items of information requested below. Prospective contractors are advised, Qualifications are judged on personnel qualifications, IPM experience, technical merits and contractor's answers to Approach to IPM projects as asked in the following format. It is in the Proposers best interest to provide a complete and detailed proposal. You may be asked to present the proposed cost to the Selection/Evaluation committee, if required. Each proposal shall follow the format below. Each item numbered below shall form a separate section as outlined and shall be referenced in the Table of Contents and separated by tabs in a binder for easy reference. Five (5) Additional Copies (Photocopies) shall be submitted along with the original.

The proposal shall include and will be evaluated on the following:

### **1.0 Executive Summary**

- a) Describe briefly history of the company, corporate background and a history of the company's involvement with the practice of landscape maintenance and related IPM.
- b) What is your company's landscape and related Pest Management philosophy?
- c) Are you active member of landscape maintenance and Pest management trade & related associations? If so, list name of associations with their address & telephone numbers?
- d) What is your employee turnover rate compared to the rest of the pest management service industry?
- e) Describe your company policy on Employee technical & safety training and how certified employees are kept current.
- f) Describe your company policy on Safe Driving and how company vehicles are equipped with standard safety devices.
- g) Does your company have a uniform code for the employees? Describe?
- h) Are your company vehicles identified by signage indicating the company name?

### **1.1 Technical Support to Company's Staff and IPM Awareness Training To the Customer:**

- a. Do you have technical support team that provides informational, interactive IPM awareness to Company's staff as well as Customer? Describe.

1.2 **Quality Assurance**

- a) Do you have Quality Assurance Team that provides random or pre determined inspections to evaluate the progress of IPM program and how often? Describe.
- b) Describe your company's quality assurance approach?
- c) How do you handle non-compliance and assure quality of work? How does your management ensure that landscape maintenance & related IPM service work is carried out as per the specification?

1.3 **Personnel**

- a) A description of how the contractor's personnel meet the qualifications stated herein. Resumes of Entomologist/Agronomist, Scientist, Pest Control Advisor, On-Site Supervisor, and Service Technicians shall be included.
- b) What is the length of employment with your company and years of experience of Service Technician and On-Site Supervisors who will be assigned to this project?

1.4 **Logistics of Operations**

- a) Describe your office location, distance in comparison to area of work.
- b) Does your company provide 24 hours 7 days a week emergency service support?
- c) Does your company have on staff live customer service personnel or is it a third party messaging service?
- d) How do you keep a track of customer complaints or phone calls? How do you track customer complaint calls, which requests have been taken care of in a timely manner?
- e) Describe how many service technicians will be assigned to this project full time and or half time? Describe back up support?

- f) Describe how many service calls per day, proposed service technicians handle other than work for the County of Santa Clara. Is he/she the dedicated Service Technician for this project alone?
- g) Describe mechanics of Emergency response – Emergency Response Team Flow chart, Pager, Cellular phone, Toll Free Number etc. How much time would it take to respond to emergency calls?

#### 1.5 **Licenses**

- a) Submit copies of all vendor & applicator Business & licenses and related certifications as applicable, including those for each technician, On-Site Supervisor, Entomologist/Agronomist, Pest Control Advisor, and Weed Management Specialist etc.

#### 1.6 **General Landscape Maintenance & related IPM Plan**

Using a typical One (1) acre landscape site as a guide, submit a General Plan for landscape management and related IPM process you would apply including:

- a) Provide a landscape design and management plan for a new landscape site using native (Santa Clara County, California) grasses, trees and shrubs as most preferred plants.
  - 1 Explain Prevention Program for this landscape
  - 2 List Pests (weeds, arthropods and fungi most likely to be encountered with in this landscape) their symptoms and identification
  - 3 Explain regular surveying methods/ forms to be utilized for these pests
  - 4 Explain Action Threshold and Guidelines when pesticide use will be warranted
  - 5 Explain preventive pesticide usage for this landscape and why it is necessary
  - 6 Explain Fertilization for this landscape with alternatives to synthetic commercial fertilizers
  - 7 Explain Sound management methods – cultural, mechanical, physical and biological that can assist you to minimize reliance on chemical management (both pesticide and synthetic fertilizer usage).
  - 8 How long would it take to establish a pest and chemical free landscape? Is it factually

possible? If so, what kind of expectation would public have to explore such landscape?

9 What would you consider to protect surface and ground water quality in this landscape design?

10 What procedures would you provide reduced worker exposure to pesticides?

b) Consider you are hired to provide landscape maintenance and related IPM program for an already established landscape with native and non-native plants. Describe alternatives to herbicide approach (Designing & Redesigning landscape to avoid weeds, Controlling Weeds with out herbicides in established plantings) to Annual, Biannual & Perennial control of the most common broadleaf, grasses, and weeds in the County of Santa Clara such as;

1. Crabgrass
2. Pigweed
3. Sow thistle
4. Milk thistle
5. Yellow Star thistle in Cattle Ranches
6. Poison Oak
7. Field bindweed

c) Describe your experience in Weed management annual planning and what percentage it emphasizes on non-herbicide approach.

1.6.1 Describe the level of involvement for the entomologist/ biologist/ vertebrate specialist, Agronomist (Weed Management Specialist, if applicable to the project). What task(s) will he/she perform?

1.6.2 Describe how much time and what personnel will be involved in ongoing monitoring. How will pest populations be monitored? What type of logs will be used? How will traps be monitored?

1.6.3 Describe and outline the methods used to evaluate the IPM program.

## 1.7 **IPM Experience**

List at least five (5) verifiable customer references of similar nature as the project demands, where IPM has been practiced for at least for three (3) or more years.

These records shall include:

- a) Name, Address and phone number of references where IPM techniques were utilized.
- b) A description of actual pest interventions utilized.
- c) Qualifications of the staff that made the interventions
- d) The amount of time spent by staff implementing the IPM interventions
- e) List the actual non-chemical and chemical products utilized in the intervention techniques described in (b) above. Also, detail the criteria used to determine the selection method of application and frequency utilized.
- f) What was the outcome of the IPM program? Was it successful or not? If no, state the reasons.
- g) Sample copies of all forms used including the comprehensive inspection, monitoring, intervention and evaluation.

1.8 **Additional Information**

The contractor may submit any additional information, which they believe, should be considered in determining whether their company should be awarded a contract.